

October 4, 1940

Mr. H. Lynn Edwards  
210 South 13th Street  
Harrisburg, Pennsylvania

Dear Mr. Edwards:

In reply to your communication of recent date, there is enclosed herewith a blank form to be used in applying for appointment to the position of Special Agent in the Federal Bureau of Investigation, United States Department of Justice, together with a statement concerning this position. The position of Special Agent is not under Civil Service regulations.

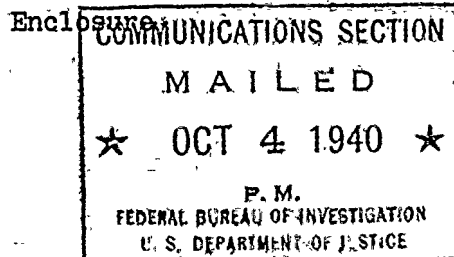
The form should be filled out in accordance with the instructions thereon, and a photograph must be attached when it is returned.

Upon receipt, your application will be placed on file for consideration in the event it is possible to utilize the services of one with your qualifications at some future date.

Very truly yours,

*J. E. Hoover*

John Edgar Hoover  
Director



210 South 13th Street  
Harrisburg, Pennsylvania  
September 23, 1940

Director of Federal Bureau of Investigation  
Washington, D. C.

Dear Sir:

Will you please send me appropriate application forms for positions in the "F. B. I." available to law school graduates? I am a graduate of the Dickinson School of Law (Carlisle, Pennsylvania) and have passed my bar examinations.

Respectfully yours,

*H. Lynn Edwards*  
H. Lynn Edwards

INDEXED  
OCT 7 1940  
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4

October 19, 1940

Mr. H. Lynn Edwards  
Pennsylvania Labor Relations Board  
South Office Building  
Harrisburg, Pennsylvania

Dear Mr. Edwards:

Pursuant to the request of Special Agent Edward C. First, Jr., of this Bureau, there is enclosed herewith a blank form to be used in applying for appointment to the position of Special Agent in the Federal Bureau of Investigation, United States Department of Justice, together with a statement concerning this position. The position of Special Agent is not under Civil Service regulations.

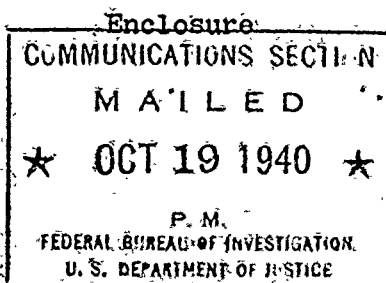
The form should be filled out in accordance with the instructions thereon, and a photograph must be attached when it is returned.

Upon receipt, your application will be placed on file for consideration in the event it is possible to utilize the services of one with your qualifications at some future date.

Very truly yours,

*J. E. Hoover*

John Edgar Hoover  
Director



RECORDED

3

210 S. 13th Street  
Harrisburg, Pennsylvania  
October 21, 1940

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

I have this day received an application for appointment to position of Special Agent, which your letter indicated was sent at the request of Special Agent Edward C. First, Jr. Please accept my thanks for this courtesy.

However, on the fifteenth day of October, 1940 I mailed a completed application to your department. If your files do not disclose such an application on hand, I shall be glad to complete another on information from you to that effect.

Respectfully yours,

*H. Lynn Edwards*  
H. Lynn Edwards

*RECORDED*  
OCT 29 1940

67-171084-4	
FEDERAL BUREAU OF INVESTIGATION	
OCT 23 1940	
Searched <i>ls</i>	Indexed <i>ls</i>
Serialized <i>ls</i>	Filed <i>ls</i>

*Wm*  
CHIEF CLERK

*File  
Wm*



FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

AED

To: COMMUNICATIONS SECTION.

OCTOBER 26, 1940

Transmit the following message to:

PHILADELPHIA

ARRANGE IMMEDIATE INTERVIEW AND EXAMINATION FOR H. LYNN EDWARDS, TWO ONE NAUGHT  
S. THIRTEENTH ST., HARRISBURG, SA APPLICANT.

HOOVER

FEDERAL BUREAU OF INVESTIGATION

OCT 28 1940

RECEIVED

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Per

CFD

# UNITED STATES CIVIL SERVICE COMMISSION

## CERTIFICATE OF MEDICAL EXAMINATION

(Authorized by Executive Order of September 4, 1924)

APPLICANT MUST FILL IN DOTTED LINES BELOW TO HEAVY LINE.

H. Lynn Edwards (Name)  
110 S. 13th St. (Post-office address) Harrisburg, Pa.  
Male (Sex) May 14, 1915 (Date of birth)  
SA (Title of examination taken)  
 (Department and bureau in which you are to be employed)  
 (City or town in which you are to be employed)

ROLLED PRINT, right forefinger

(Print must be taken to identify person examined. Indellible or stamp pad should be used)



- Have you any physical defect or disease or disability whatsoever?
- If answer is "yes" give details

PHYSICIAN SHOULD FILL IN THE FOLLOWING

70 3/4 inches. \* 160 pounds. 160 pounds. { Males, with and without clothing; females, clothed, but without wrap or hat.  
 (Height, without shoes) (Weight, in clothing) (Weight, without clothing)

\*To be taken for males only upon special written request of the official ordering examination.

Items checked. (✓) were examined and found normal. Deviations from normal are noted. (See instructions on reverse side, numbered to correspond with items below.)

- Eyes: Distant vision: Without glasses: Right: 20 Left: 20 With glasses if worn: Right: 20 Left: 20  
 Near vision:

What is the longest and the shortest distance at which the following specimens of Jaeger No. 1 and Jaeger No. 2 can be read by the applicant? If No. 1 is read with ease, No. 2 need not be given. Test each eye separately.

With the view of promoting health and efficiency and of minimizing accidents among Federal employees, the heads of the several executive departments and independent establishments having a medical personnel are directed to make such physical examination of applicants for (Jaeger No. 1)

and employees in the Federal classified service as may be requested by the Civil Service Commission or its authorized representative.

This order will supplement the Executive orders of May 29 and June 18, 1923 (Executive order, September 4, 1924). (Jaeger No. 2)

Without glasses:

R. 6 in. to 18 in.  
 L. 6 in. to 18 in.

With glasses, if used:

R. \_\_\_\_\_ in. to \_\_\_\_\_ in.  
 L. \_\_\_\_\_ in. to \_\_\_\_\_ in.

Without glasses:

R. \_\_\_\_\_ in. to \_\_\_\_\_ in.  
 L. \_\_\_\_\_ in. to \_\_\_\_\_ in.

With glasses, if used:

R. \_\_\_\_\_ in. to \_\_\_\_\_ in.  
 L. \_\_\_\_\_ in. to \_\_\_\_\_ in.

Evidence of disease or injury: Right ✓ Left ✓

Color vision ✓

Method of testing color vision Plates

- Ears: (Consider denominators indicated here as normal. Record as numerators the actual distance heard.) Ordinary conversation: Right ear 20 Left ear 20 Evidence of disease or injury: Right ear ✓ Left ear ✓  
20 ft. 20 ft.

- Nose, sinus disease, etc. ✓

- Mouth and throat ✓

- Gastro-intestinal ✓

- Thyroid (especially in women) ✓

- Heart and blood vessels ✓

Is organic heart disease present? No If organic heart disease is present, is it fully compensated? ✓

- Lungs: Right ✓ Left ✓

History of tuberculosis? No If so, has the disease been arrested for at least 1 year? ✓

- Hernia ✓

(If present, name variety: Inguinal, ventral, femoral, etc.; read definition on reverse before answering)

If present, is it supported by a well-fitting truss? ✓

- Varicose veins ✓

(If present, state location and degree)

Varicocele (see note 10 on reverse side)

- Feet: Is flat foot present? ✓ Degree of impairment of function ✓

(None, slight, moderate, severe)

- Deformities, atrophies, and other abnormalities, diseases, or defects not included above ✓

- Scars of serious injury or disease Appendix 1928

- Nervous system (see note 14 on reverse side) ✓

- (a) Urinalysis (see reverse side) No (b) Venereal disease No

- Obtain from applicant statement of disabilities, past and present, give diagnosis and your comments under appropriate heading above or under "Remarks" on back of this sheet.

- Does Veterans Administration recognize service-connected disability in this case? No If "yes," cover in your comments. (Yes or no)

This certificate is to be returned to the official of the U. S. Civil Service Commission requesting the examination

The aim of the Executive order September 4, 1924, under which this examination is made, is to obtain information as to the physical condition of appointees to the classified civil service with a view to promoting efficiency and minimizing accidents and claims under United States employees' compensation laws.

## Notes for Examining Physician

**WEIGHT.**—Males, without clothing, and also in ordinary clothing without overcoat or hat (weigh twice); females, clothed, but without wrap or hat. If overweight, state whether due to bone and muscle or to fat.

**HEIGHT.**—Without boots or shoes; observe that no appliances are used to increase.

The examination should include the following observations:

1. **Eyes.**—Ptosis; discharge; corneal scar; pterygium. In recording distant vision consider 20 feet as normal and report all vision as a fraction with 20 feet as numerator and the smallest type read at 20 feet as denominator. If glasses are used, record for each eye the finding with and without glasses. Near vision must be reported. In testing vision without glasses the applicant or appointee should be instructed to remove the glasses at least one-half hour before testing uncorrected vision.

2. **Ears.**—Evidence of middle ear or mastoid disease; condition of drums; discharge. In recording hearing, record 20 feet as normal distance for conversational voice and record deviation from normal as fraction with 20 as denominator and actual distance as numerator.

3. **Nose.**—Ability to blow through each nostril. If free, a speculum examination would not be indicated.

4. **Mouth and throat.**—Missing teeth, pyorrhea; tonsils, hypertrophy or disease.

5. **Gastro-intestinal.**—Ulcers, inflammations, etc.

6. **Thyroid.**—Presence of tumor in neck and tremor; exophthalmos; nervous high-strung disposition, especially in women.

7. **Heart.**—Murmurs. State whether functional or organic. If valvular disease exists, state whether or not it is fully compensated. Arteriosclerosis.

8. **Lungs.**—It is necessary that the auscultatory cough be used. If tuberculosis is present, state whether active or arrested; if arrested, state your opinion as to how long it has been quiescent. Sputum to be examined for tubercle bacilli in all suspected cases.

9. **Hernia.**—Give details as to size, location, etc., and whether well-fitting truss is worn. Inguinal hernia exists when ring is enlarged and on coughing visceral impulse is felt which follows the finger on withdrawal.

10. **Varicocele.**—If varicocele is present, state approximate size—e. g., size of walnut, lemon, etc.

11. **Flat foot** of such a nature as to incapacitate or become aggravated by work or be alleged later to have been caused by accident or occupation. By "flat foot," as used in this form, is meant a weak foot with impaired function, the term being equivalent to "fallen or misplaced arch," an abnormal condition. Impairment of function is the point to be noted. An anatomically flat foot, but strong, is not disqualifying.

12 and 13. **Scars, deformities, atrophies, and paralyses** should be noted, but it is not important that small insignificant scars or blemishes which might be referred to as marks of identification be recorded.

14. This entry should include symptoms and full history of any mental or nervous abnormality.

15. **Urinalysis** to be made in case of persons over 40, and in all cases where arteriosclerosis, nephritis, or diabetes is suspected.

Record of urinalysis, if made: Sp. gr. \_\_\_\_\_ Albumen \_\_\_\_\_ Sugar \_\_\_\_\_ Casts \_\_\_\_\_

Blood pressure: Mm. Hg. systolic \_\_\_\_\_ Mm. Hg. diastolic \_\_\_\_\_

If tachycardia is present, give pulse rate: Sitting \_\_\_\_\_ Immediately after exercise \_\_\_\_\_ Two minutes after exercise \_\_\_\_\_ Cardiac reserve \_\_\_\_\_ (Good, fair, or poor)

I have found this applicant abnormal under the following headings: \_\_\_\_\_

In my opinion, applicant is capable of performing duties involving \_\_\_\_\_ physical exertion. (Arduous, moderate, or light)

REMARKS: \_\_\_\_\_

(Signature of applicant)

(This space to be filled in, as a matter of identification, by the applicant in own hand writing, and in ink, in the presence of the physician)

224 Chestnut St Phila

(Place of examination)

10/21/20

(Date of examination)

The examining physician must be in the Federal service

Frank C. Bender

(Signature of examining physician)

(Title, and branch of Federal medical service)

Full time? \_\_\_\_\_ Part time? \_\_\_\_\_ Fee paid? \_\_\_\_\_

The personnel officer should fill in the blanks below before sending this form to the Commission for action

To be appointed in \_\_\_\_\_ (Department) \_\_\_\_\_ (Bureau)

Title of position \_\_\_\_\_

Type of appointment (check): ☐ Original appointment ☐ Transfer ☐ Reinstatement ☐ Classification

Number of certificate upon which applicant's name appears (to be given in case of original appointment) \_\_\_\_\_

October 19, 1940

Mr. Edward C. First, Jr.  
Federal Bureau of Investigation  
U. S. Department of Justice  
Washington, D. C.

Dear Mr. First:

In accordance with your request, I have furnished Messrs. Robert A. Bartley and L. Lynn Edwards application blanks for their use in applying for appointment in the Federal Bureau of Investigation as Special Agents.

I want to thank you for submitting your recommendation of these two applicants, and I wish to assure you that their applications will be given careful consideration in the event it is possible to utilize the services of persons possessing their qualifications at some future date.

Sincerely yours,

John Edgar Hoover  
Director

CC - Mr. Nathan

Mr. Tolson \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Foxworth \_\_\_\_\_  
Mr. Nathan \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Egan \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

21

Federal Bureau of Investigation  
United States Department of Justice  
Philadelphia Pennsylvania

November 1, 1940

To: The Director, Federal Bureau of Investigation, United States Department of Justice, Washington, D. C.

From: Inspector J. F. SEARS

Subject: Report of Interview with Applicant H. LYNN EDWARDS  
for appointment as SPECIAL AGENT

1. PERSONAL APPEARANCE:

- 5 A. PERSONAL APPEARANCE AND APPROACH: Excellent. Good. Fair. Poor.  
B. DRESS: Neat. Flashy. Poor. Untidy.  
C. FEATURES: Refined. Ordinary. Coarse. Dissipated.  
D. PHYSICAL DEFECTS, if any:

2. CONDUCT DURING INTERVIEW:

- 8 A. PERSONALITY: Excellent. Good. Fair. Average. Poor.  
B. POISE: Well-poised. Steady. Temperamental. Average.  
C. SPEECH: Average. Reticent. Talkative. Boastful.  
10 D. ASSURANCE: Self-confident. Fair. Over-confident. Lacking.  
E. NERVOUSNESS: None. Slight. Very nervous.  
F. FOREIGN ACCENT: None. Slight. Noticeable.  
10 G. TACT: Tactful. Average. Lacking.

3. GENERAL INTELLIGENCE:

- 10 A. Answers general questions definitely. Quickly. Vaguely.  
10 B. Has Applicant studied Federal Procedure? No  
10 C. Any investigative experience? If so, describe - Investigating cases for Equitable Company of United States and Mutual Life Insurance Company, New York.  
10 D. Does the Applicant appear to be resourceful? Yes  
10 E. Does the Applicant appear to have executive ability? Yes  
10 F. Is he likely to develop? Yes

4. GENERAL INFORMATION:

- A. What is his ultimate goal in life, aside from his desire to be connected with the FBI?

Success in whatever he undertakes.

- B. What are his recreations and tastes?

Occasional beer, smoking, sports, reading.

*Order  
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Jm led. m. 12/6/40  
0-83  
W-73  
C-78  
12/1/40*

*67-171084-4  
DEC 10 1940  
Interviewed*

*later*

5. HEALTH RECORD: United States Civil Service Examination, Certificate of Medical Examination, attached.

6. GENERAL IMPRESSIONS OF APPLICANT:

H. LYNN EDWARDS, 210 S. 13th Street, Harrisburg, Pennsylvania, advised that his father, FRED EDWARDS, was born at Nanticoke, and his mother, MAUD LEWIS, was also born in Pennsylvania. He has one brother [redacted] who is attending Dickinson College; sister, RUTH, twenty-seven, who is married to LAWRENCE KIME, a research chemist for the Royal Plate Glass Company; [redacted]

b6  
b7C

Applicant advised that no members of his family belong to any un-American organizations; none are employed by the Federal Government, and none have ever been tried for the commission of a felony.

Upon graduation from high school in 1936 he indicated that he attended Dickinson College graduating first in his class in 1936; attended Dickinson Law School, graduating first in his class in 1939. He is a member of the Pennsylvania Bar.

From January, 1938, to October, 1939, he was employed by the State Workmens Insurance Fund on a per diem basis at \$6.23. He then secured a position on October 16, 1939, with the Pennsylvania Labor Relations Board where he is presently employed at a salary of \$1620.

EDWARDS further indicated that he does investigation of cases for the Equitable Insurance Company of the United States, and the Mutal Life Insurance Company, New York, receiving \$1.00 to \$1.50 per case, and has earned about \$400 during the past year doing this work.

This applicant impressed me as being intelligent, above average mentally, as well as in personal qualities, and I believe he possesses sufficient training, background and personal qualifications to successfully function as a Bureau Agent. He was slightly nervous throughout the interview, but handled himself well being mentally alert, having sufficient force, and indicated he possesses initiative.

Result of dictation test: Good. Fair. Poor.  
Bureau test rating %.

7. Do you consider the Applicant qualified for the appointment he seeks and, if appointed, do you believe he would develop into better than an average employee? Yes

  
Inspector

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Y

TELETYPE

FBI PHILA

11-1-40

8-14 PM

JDP

DIRECTOR

FOLLOWING APPLICANTS RECOMMENDED FAVORABLY, ALL OF THEM HAVING PASSED  
PHYSICAL EXAMINATIONS. GEORGE J. BECKER, SA, H. LYNN EDWARDS SA,  
GERARD W. BECKER, SA, JAMES BUSHA, SA. WAYNE C. MYERS, SA, MEDICAL  
EXAMINATION NOT YET SECURED. REALPH XXX RALPH WEIMAN, TRANSLATOR,  
MEDICAL EXAMINATION BEING SECURED. KATE BAUMAN, TRANSLATOR, APPLICATION  
AND MEDICAL EXAMINATION BEING FORWARDED. SAYLOR J. MCGHEE, SA APPLICANT  
RECOMMENDED FAVORABLY PASSED MEDICAL EXAMINATION.

SEARS

END

OK FFBO WASH PH

MBN  
67-171084

FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

To: COMMUNICATIONS SECTION.

DECEMBER 6, 1940

Transmit the following message to:

PHILADELPHIA

SUBMIT REPORT INVESTIGATION BY DECEMBER ELEVENTH, HOWARD LYNN EDWARDS, TWO ONE NAUGHT S. THIRTEENTH ST., HARRISBURG, SA APPLICANT. REFERENCES H. F. DOWLING, ESQ., U.S. FIDELITY AND GUARANTY CO. OR ONE NINE NAUGHT FIVE MARKET ST., DEAN HOFFMAN, PATRIOT AND EVENING NEWS CO. OR TWO ONE THREE NINE GREEN ST., BOTH HARRISBURG. ATTENDED DICKINSON COLLEGE, CARLISLE, NINETEEN THIRTYTWO TO THIRTYSIX, A.B. DEGREE, DICKINSON SCHOOL OF LAW, THIRTYSIX TO THIRTYNINE, LL.B. DEGREE, EMPLOYED DICKINSON COLLEGE LIBRARY, CLERK, PARTTIME THIRTYTHREE TO THIRTYSIX, DICKINSON LAW SCHOOL, UNDER D. J. FARAGE, ESQ., SECRETARIAL, OCTOBER THIRTYSIX TO JUNE THIRTYSEVEN, ALL CARLISLE, PA. DEPT. UNEMP. CORP., CLERK, JULY TO SEPTEMBER THIRTYSEVEN, STATE WORKMENS INS. FUND, STATISTICIAN, JANUARY THIRTYEIGHT TO OCTOBER THIRTYNINE, PA. LABOR RELATIONS BOARD, JR. EXAMINER, SINCE OCTOBER THIRTYNINE, ALL HARRISBURG. MEMBER PA. BAR. INDEBTED DICKINSON COLLEGE, ONE HUNDRED TWENTYFIVE DOLLARS, GENERAL MOTORS ACCEPTANCE CORP., PLACE NOT GIVEN, THREE HUNDRED SEVENTYFIVE DOLLARS. BORN MAY FOURTEENTH, NINETEEN FIFTEEN, NANTY GLO, SINGLE.

CC PITTSBURGH  
NEW YORK

FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE  
COMMUNICATIONS SECTION

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67-171084-8	
FILE AT	DEC 7 1940
J. R. T.	

SENT VIA

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FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE  
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To: COMMUNICATIONS SECTION.

DECEMBER 6, 1940

Transmit the following message to:

PITTSBURGH

SUBMIT REPORT INVESTIGATION BY DECEMBER ELEVENTH, HOWARD LYNN EDWARDS, SA  
APPLICANT. REFERENCES H. G. HUTCHISON, NANTY GLO PUBLIC SCHOOLS, GARFIELD  
WILKINS, DR. M. C. DUNNICK. ATTENDED NANTY GLO HIGH SCHOOL, NINETEEN TWENTYEIGHT  
TO THIRTYTWO. EMPLOYED BY FATHER, FRED EDWARDS, GROCERY CLERK, PARTTIME  
TWENTYSEVEN TO THIRTYTWO. LEGAL RESIDENCE ONE NAUGHT SEVEN ONE SECOND ST.  
EVERYTHING NANTY GLO. BORN MAY FOURTEENTH, NINETEEN FIFTEEN, NANTY GLO. SINGLE.  
MOTHERS MAIDEN NAME MAUDE LEWIS.

HOOVER

CC PHILADELPHIA  
NEW YORK

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FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE  
COMMUNICATIONS SECTION

DEC 6 - 1940

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*[Handwritten signature]*

SENT VIA

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FJF

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67-171084

FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE  
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To: COMMUNICATIONS SECTION.

DECEMBER 6, 1940

Transmit the following message to:

NEW YORK

SUBMIT REPORT INVESTIGATION BY DECEMBER ELEVENTH, HOWARD LYNN EDWARDS, SA  
APPLICANT. EMPLOYED NATIONAL COMMERCIAL AGENCY, THREE FOUR NASSAU ST.,  
INVESTIGATOR, SINCE OCTOBER NINETEEN THIRTYNINE, EQUITABLE LIFE ASSURANCE  
SOCIETY OF U.S., INVESTIGATOR, SINCE JULY THIRTYNINE, BOTH NYC. BORN  
MAY FOURTEENTH, NINETEEN FIFTEEN, NANTY GLO, PA., SINGLE.

HOOVER

CC PITTSBURGH ✓  
PHILADELPHIA ✓

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FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE  
COMMUNICATIONS SECTION

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# FEDERAL BUREAU OF INVESTIGATION

Form No. 1

THIS CASE ORIGINATED AT **BUREAU**

FILE NO. **67-1105**

REPORT MADE AT <b>PITTSBURGH, PA.</b>	DATE WHEN MADE <b>12-11-40</b>	PERIOD FOR WHICH MADE <b>12-8,9-40</b>	REPORT MADE BY <b>F. M. AMES JSP</b>
TITLE <b>HOWARD LYNN EDWARDS</b>			CHARACTER OF CASE <b>APPLICANT - SPECIAL AGENT</b>

**SYNOPSIS OF FACTS:**

HOWARD LYNN EDWARDS, whose father is a merchant, was born Nanty-Glo, Pa., 5-14-15; parents live Nanty-Glo, Pa., where applicant attended Nanty-Glo High School 1928-32 when he was graduated an honor student in class of 50, averaging "A" during the entire four years. Subsequently entered Dickinson College, Carlisle, Pa. During entire 4 years at high school conduct excellent. References and independent interviews report character and reputation very good. Worked for his father during summer vacation. Credit rating of applicant and father good at Nanty-Glo and Johnstown, Pa. No criminal record Nanty-Glo, Pa.

- RUC -

REFERENCE: Bureau teletype to Pittsburgh 12-6-40.

**DETAILS:**

AT NANTY-GLO, PENNSYLVANIA

REFERENCES

GARFIELD WILKINS, President Nanty-Glo State Bank, stated he has known HOWARD LYNN EDWARDS personally for the past fourteen years. WILKINS stated he has known the EDWARDS family of Nanty-Glo, Pa., for the past 22 years. Applicant's father, FRED EDWARDS, owns and operates a grocery and butcher shop in Nanty-Glo, Pa. He stated applicant has two sisters: MRS. LAWRENCE KEIM, whose husband is employed as an engineer in the Westinghouse Electric Manufacturing Company of Pittsburgh, Pa., and [redacted] namely [redacted] who is a high school student in Nanty-Glo, Pa. A brother, named

b6  
b7C

APPROVED AND FORWARDED: <i>S. K. McKee</i> #8	SPECIAL AGENT IN CHARGE	DO NOT WRITE IN THESE SPACES	
COPIES OF THIS REPORT 3 - Bureau 1 - Philadelphia (Infor) 2 - Pittsburgh		67-171854-11 DEC 13 1940	

[redacted] is attending Dickinson College studying chemistry at the present time. Another brother, [redacted] is employed by his father in the store as a clerk. WILKINS stated applicant enjoys a good reputation, is of good character, honest, dependable, ambitious, loyal beyond question, reserved in manner, has a pleasing personality, and has never been in any kind of trouble.

DR. M. C. DUNNICK, upon being interviewed stated he has known HOWARD LYNN EDWARDS personally all of his life and EDWARDS enjoys an excellent reputation of character, is ambitious, dependable, honest, possessed with a pleasing personality, and has never been in any kind of trouble. He further stated that he is the family physician and has known applicant's family for the past 22 years. Applicant's father, whose name is FRED, is a merchant in Nanty-Glo, Pa. and enjoys an excellent reputation. Applicant has two brothers, [redacted] and two sisters--LRJ. LAWRENCE KEIM and [redacted] b6 b7C the latter a student in Nanty-Glo High School. Applicant's mother, MAUD LEWIS, was killed in an automobile accident about three months ago. The family enjoys an excellent reputation and no member thereof has ever been in any kind of trouble.

HUGH G. HUTCHINSON, principal, Nanty-Glo High School, stated that he has known applicant personally for the past 12 years, and HOWARD LYNN EDWARDS enjoys a good reputation of character, is honest, dependable, ambitious, reserved in manner, has a pleasing personality, and has never been in any kind of trouble. He has no Communistic or pro-Nazi or Fascist tendencies, and has never been in any kind of trouble. He produced a high school record reflecting that HOWARD LYNN EDWARDS was born May 14, 1915, Nanty-Glo, Pa., and his father's name is FRED EDWARDS; that the applicant pursued an academic course, ranked second in his class of 50. The records further reflected that the applicant entered the institution in the fall of 1928 and graduated in June 1932, during which time his conduct was marked as excellent, and no record of tardiness was apparent.

MR. HUTCHINSON also stated that applicant maintained an average of "A" in the years of 1928, 29, 30, 31, 32. He further stated he has known applicant's family personally for the past twelve years. His Father, FRED EDWARDS, is a merchant in Nanty-Glo, Pa., and has a reputation of paying his bills promptly. The family enjoys an excellent reputation of character, and to the best of his knowledge, no member of applicant's family have ever been in any trouble.

### INDEPENDENT INTERVIEWS

MR. A. A. DIETRICH, hardware merchant, Nanty-Glo, Pa., stated he has known HOWARD LYNN EDWARDS personally for the past twenty years. Dietrich considers applicant very intelligent, possessed with a pleasing personality, enjoys a good reputation of character, he is ambitious, very anxious to please, is dependable, reserved in manner, and has never been in any kind of trouble. He further stated applicant has no Communistic, pro-Nazi, or Fascist tendencies. He has known applicant's family for the past 22 years, and they enjoy an excellent reputation in Nanty-Glo, Pa. He stated that applicant is employed at the present time as an attorney by the State Workmen's Insurance Co., Commonwealth of Pennsylvania, Harrisburg, Pa.

MRS. A. A. DIETRICH, the wife of Mr. Dietrich, was present during this interview and corroborated the statements made by her husband in connection with applicant.

MR. E. C. DAVIS, former Postmaster of Nanty-Glo, Pa., stated that he has known applicant all his life, that he enjoys an excellent reputation of character, is very intelligent, has a pleasing personality, is ambitious, dependable, attentive to business, and has never been in any kind of trouble. At the present time applicant is an attorney-at-law and is employed by the State Workmen's Insurance Co., Commonwealth of Pa., Harrisburg, Pa. He further stated he has known applicant's family for the past 23 years. Applicant's Father, FRED EDWARDS, is a merchant in Nanty-Glo, Pa., and is well respected in the community. He has never known any member of applicant's family to have been in any kind of trouble.

MR. THOMAS BELLO, manager, Capitol Theater, Nanty-Glo, Pa., upon being interviewed, said he has known applicant personally for the past 9 years; that applicant enjoys an excellent reputation of character, is honest, dependable, ambitious, reserved in manner, has a pleasing personality, and has never been in any kind of trouble. He was an honor student at Nanty-Glo High School at the time he graduated. Applicant's family enjoy an excellent reputation in the community.

MR. PHILIP LI MEINTA, Dodge dealer, Nanty-Glo, Pa., upon being interviewed, stated he has known applicant all his life, that he enjoys a good reputation of character, is honest, dependable, reliable, has a pleasing personality, that applicant is single, to the best of his knowledge, and that he never knew EDWARDS to be in any kind of trouble. He also stated he has known applicant's family since 1912 and that they enjoy an excellent reputation. His Father owns a meat market in Nanty-Glo, Pa. where his son, [redacted] is employed as a clerk. He also has another son by the name of [redacted] who is attending Dickinson College, Carlisle, Pa. He advised that applicant is an attorney, and is employed by the Commonwealth of Pennsylvania, at Harrisburg, Pennsylvania.

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MR. GEORGE RINEHART, Druggist, Nanty-Glo, Pa., stated he has known HOWARD LYNN EDWARDS personally all of his life; that he enjoys an excellent reputation of character, is honest, reliable, ambitious, possessed with a pleasing personality, and has never been in any kind of trouble. Applicant's Mother was killed in an automobile accident at Mundy's Corner, Cambria County, Pa., about three months ago. Applicant's father owns a meat market in Nanty-Glo, Pa. The family enjoys an excellent reputation of character.

MRS. M. C. DUNNICK, the wife of DR. DUNNICK, who was given as reference, stated she has known applicant personally for the past 22 years, and that he enjoys a very good reputation of character, is honest, reliable, and dependable.

#### CREDIT RATING

RALPH S. ROBB, Manager, Johnstown Credit Bureau, examined the records of his office, and stated that FRED EDWARDS, the Father of applicant is listed as having a good credit standing, and the same applies to applicant.

#### CRIMINAL RECORD

Chief of Police, G. C. CEREA, Nanty-Glo, Pa., advised he has no record of applicant's ever having been arrested or investigated. He further stated he has known applicant all his life; that applicant enjoys a good reputation of character, is honest, reliable, ambitious, and is possessed with a pleasing personality. His father, FRED EDWARDS, is a merchant at Nanty-Glo, Pa., and also enjoys a good reputation.

REFERRED UPON COMPLETION TO THE OFFICE OF ORIGIN.

FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

SW:

To: COMMUNICATIONS SECTION.

DECEMBER 18, 1940

Transmit the following message to:

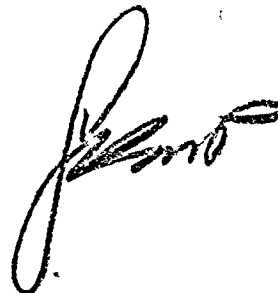
SACS PHILADELPHIA, NEW YORK

SUTEL BY DECEMBER TWENTY ONE HOWARD LYNN EDWARDS, SA APPLICANT.

HOOVER

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FEDERAL BUREAU OF INVESTIGATION	
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DEC 18 1940

DEC 18 1940

WESTERN UNION

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3-04/69 M

Per

TK

FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE  
COMMUNICATIONS SECTION

DEC 22 1940

TELETYPE

Mr. Tolson.....
Mr. Clegg.....
Mr. E. A. Tamm.....
Mr. Foxworth.....
Mr. Nathan.....
Mr. Ladd.....
Mr. Egan.....
Mr. Glavin.....
Mr. Nichols.....
Mr. Hendon.....
Mr. Rosen.....
Mr. Tracy.....
Miss Gandy.....

*Jacobson*  
*am*

FBI PHILA

12-22-40

3-15 PM

MRF

DIRECTOR

HOWARD LYNN EDWARDS APPZZZAPPLICANT SA

BORN MAY FOURTEEN, NINETEEN FIFTEEN AT NANTYGLÖ, PENNSYLVANIA. ATTENDED DICKINSON COLLEGE, CARLISLE, PENNSYLVANIA SEPTEMBER TWENTY TWO, NINETEEN THIRTY TWO TO JUNE EIGHTH, NINETEEN THIRTY SIX, GRADUATING THIRD IN CLASS WITH AB DEGREE. WON PATTON PRIZE IN NINETEEN THIRTY FOUR SECURING FIRST HONORS AND BEING MEMBER OF PHI BETA KAPPA IN MXXXNINETEEN THIRTY SIX, GRADUATING CUM LAUDE AT DICKINSON LAW SCHOOL JUNE FIFTH, NINETEEN THIRTY NINE. DESCRIBED BY TEACHERS, ASSOCIATES AND REFERENCES AS RELIABLE, CLEAN AND GENEROUS WITH EXCELLENT BRAIN AND GOOD PERSONALITY. IS REGARDED HIGHLY BY PAST AND PRESENT EMPLOYERS. CREDIT GOOD. ARRESTED CARLISLE, PENNSYLVANIA MAY TWELVE, NINETEEN THIRTY FOUR CHARGED WITH DISORDERLY CONDUCT AND DISCHARGED ON THE SAME DAY. NO RECORD AT HARRISBURG

SEARS

ACK AND HOLD

SSSS OK FBI WASH DC CLZ

RECORDED

DEC 28 1940

67-171084-13	
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Searched.....	Checked.....
Numbered.....	Filed.....
DEC 26 1940	
FEDERAL BUREAU OF INVESTIGATION	

CHIEF CLERK *[Signature]*



# FEDERAL BUREAU OF INVESTIGATION

Form No. 1

THIS CASE ORIGINATED AT **BUREAU**

FILE NO. **67-2683 M.F.**

REPORT MADE AT <b>PHILADELPHIA, PA.</b>	DATE WHEN MADE <b>1/6/41</b>	PERIOD FOR WHICH MADE <b>12/12, 14, 21/40</b>	REPORT MADE BY <b>W. E. OVERSTREET</b>
TITLE <b>HOWARD LYNN EDWARDS</b>			CHARACTER OF CASE <b>APPLICANT- SPECIAL AGENT</b>

**SYNOPSIS OF FACTS:**

EDWARDS was born May 14, 1915; is son of FREDERICK EDWARDS, reputable grocer of Nanty Glo, Pennsylvania; attended Dickinson College, Carlisle, Pennsylvania September 22, 1932 to June 8, 1936; graduated third in class with A.B. degree; won Patton prize in 1934; first honors and Phi Beta Kappa in 1936; graduated Cum Laude at Dickinson Law School June 5, 1939; described by teachers, associates and references as reliable, clean, generous, young man with excellent brain power and good personality; regarded highly by past and present employers; credit good; arrested Carlisle, Pennsylvania May 12, 1934 disorderly conduct, discharged same date; no arrest record Harrisburg, Pennsylvania. Acquaintances consider him thoroughly American with no foreign or Communistic tendencies. Passed bar but not as yet admitted.

-RUC-

**REFERENCE**

Bureau teletype dated December 6, 1940.  
Bureau telegram dated December 18, 1940.

APPROVED AND FORWARDED: <i>J. J. Sears</i> SPECIAL AGENT IN CHARGE	DO NOT WRITE IN THESE SPACES <b>62-117100-17</b>
COPIES OF THIS REPORT <div style="border: 1px solid black; padding: 5px; display: inline-block;">3 Bureau 2 Phila. <i>17</i></div>	<b>JAN 7 1941</b>

Phila. #67-2683

DETAILS: The following investigation was conducted by  
Special Agent G. EARL JENNINGS.

AT CARLISLE, PENNSYLVANIA

CREDIT

Miss ALICE NOAKER, Secretary Business Office of Dickinson College produced the records of EDWARDS, that disclosed a scholarship loan of \$130.00 to date. Miss NOAKER stated that EDWARDS has been paying the interest on this loan and that he is meeting the terms of this loan.

Miss NOAKER advised that she is personally acquainted with EDWARDS and that she considers him a very quiet and industrious boy with good moral habits and a very excellent personality. She further advised that he is considered one of the finest boys that ever went to the college.

Mr. G. I. CHADWICK, Manager of the Carlisle Credit Exchange, advised that their records did not show any credit purchases made by EDWARDS in the city and that he never applied for credit. Mr. CHADWICK further advised that General Motors Acceptance Corporation does not maintain an office in Carlisle but that his records do show any bad debts for merchants and automobile dealers in that city.

EDUCATION

Mr. E. A. VUILLEUMIER, Dean, Dickinson College, produced the record of EDWARDS which reflected that he was admitted September 22, 1932; that he graduated June 8, 1936 with an A.B. degree; rank 3.119; average grade for four years 91.76; total semester hours - 137; honors, prizes, etc., 1934, Patton prize; 1936, first honors; Phi Beta Kappa, February 1936.

Mr. VUILLEUMIER further stated that EDWARDS is an excellent debater; that he was very active in publications; that he was very highly regarded by all the students.

Phila. #67-2683

on the campus and that the college would snap him up in a minute if an extra teacher was needed. Mr. VUILLEUMIER advised that EDWARDS is a full-blooded American with no foreign tendencies whatsoever; that EDWARDS was in several of his classes and he had plenty of opportunity to observe him.

Mr. W. H. HITCHLER, Dean, Dickinson Law School, produced the record of EDWARDS which is as follows: home address 1071 2nd Street, Nanty Glo, Pennsylvania; father's name FREDERICK EDWARDS, honor list - graduated Cum Laude; graduated June 5, 1939; father's occupation - merchant; church affiliation - Baptist; resident of Cambria County; preceptor's name - Honorable GEORGE W. GRIFFITH, Ebensburg, Pennsylvania.

Mr. HITCHLER advised that to graduate Cum Laude the average must be 85 or better and that there is never more than five in that group. He stated that EDWARDS was in a few of his classes and that he considers him a very excellent boy, having good moral habits and being quiet and energetic. EDWARDS had to work hard to get through school. Mr. HITCHLER recommended him for a position with this Bureau.

Mr. HITCHLER advised that EDWARDS' tuition was paid in full.

#### EMPLOYMENT

Mr. P. F. DETWEILER, Librarian, Dickinson College, advised that EDWARDS was employed as a clerk in the library from 1932 to 1936 and that he received thirty-five cents an hour and as a clerk he worked on the circulation desk and did marking; that they were very well pleased with his work and considered him a very fine and studious boy who always did his work well and was liked by everybody.

Mr. D. J. FARAGE, Professor, Dickinson Law School, advised EDWARDS worked for him from September 1936 to June 1937 and was paid by NYA. Mr. GARAGE stated that

Phila. #67-2683

EDWARDS was very reliable; that he leads a clean life and his character is above reproach and that there was never a task too hard for him. He stated that while EDWARDS was in his employ he did research and typing and was an assistant professor to him.

#### CRIMINAL RECORD

Mr. C. E. STROCK, Chief of Police, produced the record of EDWARDS, which is as follows; #1716, May 12, 1934, arrested on North Hanover Street by Officer SPAR for disorderly conduct and discharged the same day. Mr. STROCK stated that he did not know EDWARDS personally. Efforts to locate EDWARD SPAR, former police officer who is no longer on the force were not productive during the course of this investigation but inasmuch as the applicant was discharged on the same day of arrest without any penalties, further investigation is not contemplated in connection with this arrest.

#### NEIGHBORHOOD

Mrs. S. T. CHASE, 101 South College Street, advised that she considers EDWARDS one of the best boys that ever went to the Law School; that he is very courteous and that she has never heard an ill criticism of him.

Occupants of 107 and 111 East College Street were not at home.

The following investigation was conducted by reporting agent.

#### AT HARRISBURG, PENNSYLVANIA

#### EMPLOYMENT

Mr. FRANK FUSCO, Chief Timekeeper, Pennsylvania Department of Unemployment Compensation, Third and Foster Streets, produced the record which disclosed that EDWARDS was a clerk from July 8, 1937 to September 15, 1937 and received an annual salary of \$1140 and that he left that

Phila. #67-2683

employment by resigning voluntarily. Mr. FUSCO, after making inquiry among other employees, advised that no employees had heard of EDWARDS inasmuch as in 1937 there was a great influx of clerks and also a lack of proper employment records.

Mrs. ETHEL G. HAMEL, Secretary to the Controller, Workmens Insurance Fund, Johnson Building, Market Square, advised from her records that EDWARDS was employed there on a per diem basis as an Advance Statistical Clerk from January 10, 1938 until October 13, 1939 at a salary of \$6.23 per day or on a basis of \$1620 annually, and that on October 13, 1939 he was transferred to the Pennsylvania Labor Relations Board. Mrs. HAMEL stated she remembered EDWARDS personally and in her estimation one could not find a finer man than EDWARDS. She added that this was the consensus of opinion among everyone in the organization who had come in contact with him. She stated his work was entirely satisfactory in that office and in her opinion he possessed no foreign tendencies.

Mr. G. E. LICHLITER, Chairman, Pennsylvania Labor Relations Board, advised that EDWARDS is now employed with the Board in a fact-finding capacity and as an examiner of records at a salary of \$2100 per annum, and has been employed in that capacity since his transfer from the Workmen's Insurance Fund. Mr. LICHLITER stated EDWARDS is a good examiner and he hates the idea of losing him but would not stand in his way if the Government needs his services at this time. He stated EDWARDS is a very high type, clean-cut man; that he is able and competent. He added that EDWARDS should have a raise in his present job but due to the condition of available funds he is not receiving enough salary. Mr. LICHLITER stated he did not question EDWARDS' loyalty or Americanism and that he has found no foreign or Communistic tendencies about him.

#### REFERENCES

Mr. DEAN HOFFMAN, Editor, Harrisburg, Patriot and Evening News, described EDWARDS as a fine man, with good appearance, good personality, high ideals, and trustworthy.

Phila. #67-2683

Mr. HOFFMAN stated he still takes an active part in his college fraternity, which is Phi Delta Theta, and that while interesting himself in the fraternity and the younger groups in college he in that way learned to know EDWARDS, who also is a Phi Delta Theta. The Editor continued he would not hesitate to employ EDWARDS on the most confidential job he could think of, and that he thinks EDWARDS has the brains to see himself through under the most difficult situation and that he is a thorough American with no foreign tendencies.

Mr. H. F. DOWLING, United States Fidelity and Guaranty Company, advised that he became acquainted with EDWARDS five years ago when they started going together from Harrisburg to Carlisle to school on the same bus, at which time both were working in the afternoons and going to school during the morning hours. He stated that they became fast friends and that they always studied for law examinations and for bar examinations together. He said that EDWARDS has an unusual mind. He is even tempered, is never ruffled, is generous and was always willingly helpful while in school if anybody wanted any information.

Mr. DOWLING stated that he and EDWARDS took the bar examination together on July 27 and 28, 1939 at the University of Pennsylvania in Philadelphia and that EDWARDS passed the examination the first time and received his notice on October 13, 1939. Mr. DOWLING stated that as a condition precedent to admission to the Supreme Court a clerkship must be served, and that there might have been a question of clerkship in EDWARDS' case as he continued working for the State when he finished law school in order to give his younger brother a chance to continue in school.

Mr. DOWLING stated that EDWARDS' father is a respectable, high class man, active in lodges in his community, and runs a small grocery store in Nanty Glo. He stated that EDWARDS' mother, while automobile riding with friends at Nanty Glo last summer, met with an unfortunate accident and was killed when their car was struck by a truck.

DOWLING stated that the applicant has an

Phila. #67-2683

older sister who formerly was a school teacher and who is now married and whose husband is a Chemical Engineer for the Pittsburgh Plate Glass Company. He stated that LYNN'S [redacted] is continuing in school and that another brother, who is between LYNN [redacted] works with the father in the grocery store. He stated there is also a smaller sister, who is the youngest of the family. He said he considered the entire family as loyal Americans with no foreign or Communistic tendencies.

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Mr. DOWLING stated that EDWARDS has had experience which should be helpful to him as a Special Agent. He stated that EDWARDS has done part time investigating for some of the old line life insurance companies among them, the Equitable and others, and that in this manner he supplements his income to the extent of thirty or forty dollars a month. DOWLING stated he has seen letters from old line life insurance companies who have indicated by their letters that they are very much pleased with the type of work he has been doing.

#### PENNSYLVANIA BAR ASSOCIATION

Mrs. BARBARA LUTZ, Pennsylvania Bar Association, 302 Market Street, after searching her records, stated she does not have HOWARD LYNN EDWARDS on her list. She also referred to the Pennsylvania Law Directory for 1940 and advised his name did not appear in that. She stated that they try to list all lawyers who come to their attention although all on their list may not be members of the Pennsylvania Bar Association. Mrs. LUTZ telephonically ascertained that EDWARDS is not included among members of the bar admitted in Dauphin County.

In connection with the information furnished by Mrs. LUTZ, it is noted that H. F. DOWLING, a reference, stated he and the applicant took the bar examination together in Philadelphia at the University of Pennsylvania and that EDWARDS received notice on October 13, 1939 that he had passed the examination, and that DOWLING called attention to the fact that the clerkship technically may not have been completed with as yet, although it was DOWLING'S belief that he may

Phila. #67-2683

have received some clerkship credit due to the nature of the work he is doing with the State. DOWLING also revealed that his preceptor was the former Judge GRIFFIN or GRIFFITH in Johnstown, Pennsylvania.

The following investigation was conducted by Special Agent H. T. CLAYTON.

#### NEIGHBORHOOD

Mrs. CHARLES P. McCLURE, 210 South 13th Street, stated she passes the time of day with EDWARDS and that he seems to be a very fine chap. She stated he is never rowdy and never disturbs anyone; that she knows nothing about him that would make her hesitate to recommend him. She stated she has lived at her present address for two and a half years. She stated that the times he comes home late at night are those occasions when he goes up home to visit his relatives.

Mr. EDWARD CHESTER FALLON, 210 South 13th Street, advised that he has known EDWARDS since 1932; that they went to college together. FALLON stated the applicant is an all around good fellow and a bright boy. He stated that EDWARDS partly worked his way through Dickinson College.

#### BIRTH RECORD

Mr. DON S. LEEDS, Bureau of Vital Statistics, advised from his records that HOWARD LYNN EDWARDS was born May 14, 1915 at Nanty Glo, Pennsylvania; that his father is FREDERICK EDWARDS and that HOWARD'S mother was MAUD MAY LEWIS; that HOWARD'S parents were both born in the United States. The age of the father on the date of applicant's birth was 27 and his mother was 25.

#### CREDIT

Mr. L. A. MERKLE, Office Manager, Harrisburg



Phila. #67-2683

Credit Exchange, advised that H. LYNN EDWARDS, formerly of Nanty Glo, Pennsylvania, present address 210 South 13th Street, Harrisburg, boards with Mrs. MARY N. FALLON for \$7.50 a week and pays his board promptly; that he is single, with no dependents; was employed on October 16, 1939 at the time of credit inquiry, as Junior Examiner, Department of Labor and Industry. He further advised that EDWARDS is a graduate of Dickinson Law School and that in April 1940 he was earning \$1620 per year. His date of birth was set forth as May 14, 1915. His credit rating is very satisfactory. He has two accounts which have been paid satisfactorily.

In reference to applicant's indebtedness of \$375 to the General Motors Acceptance Corporation, there was no information in the Credit Exchange files. During the investigation at Carlisle Special Agent G. EARL JENNINGS ascertained there was no General Motors Acceptance Corporation office in that city.

Special Agent H. T. CLAYTON ascertained from Mr. G. W. ETTER of the General Motors Acceptance Corporation, Harrisburg, that there is no account in EDWARDS' name on their records.

#### CRIMINAL RECORD

It was ascertained at the Harrisburg Police Department that there is no record of the applicant ever having been arrested.

The following investigation was conducted at Philadelphia, Pennsylvania, by Special Agent WILLIAM H. HARPER, JR.

At Philadelphia City Hall, Philadelphia, Pennsylvania, room 268, Dr. HENDREN, Clerk, in the office of the Bar Admissions, reports no record of EDWARDS having been admitted to the Bar.

Miss M. H. RAMMERT, Assistant Secretary to the State Board, said that EDWARDS' work as Junior Assistant

Phila. #67-2683

Examiner in the Law Department of Pennsylvania Labor Relations Board in Harrisburg, is equivalent to being admitted to the Bar.

Miss HAITERT further stated that EDWARDS passed the bar examination taken at the University of Pennsylvania, July 27 and 28 and received notice of same on October 13, 1939.

REFERRED UPON COMPLETION TO THE OFFICE OF ORIGIN

FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE  
COMMUNICATIONS SECTION

JAN 31 1941

TELETYPE

Mr. Tolson .....
Mr. E. A. Tamm .....
Mr. Clegg .....
Mr. Foxworth .....
Mr. Nathan .....
Mr. Ladd .....
Mr. Glavin .....
Mr. Nichols .....
Mr. Hendon .....
Mr. Rosen .....
Mr. Tracy .....
Miss Gandy .....
JALCDS

FBI NEW YORK CITY 1-31-41 1-56 AM JJM

DIRECTOR

HOWARD LYNN EDWARDS, SA APPLICANT. EMPLOYED NATIONAL COMMERCIAL AGENCY OF THE MUTUAL LIFE INSURANCE CO NYC JUNE FIFTEENTH, THIRTY NINE AT HARRISBURGH, PA. CORRESPONDENT, SENDING IN REPORTS ON BACKGROUND REPUTATION, HEALTH, CREDIT ETC. OF APPLICANTS FOR INSURANCE RECEIVING ONE DOLLAR FIFTY CENTS PER REPORT. REPORTS SAID TO BE COMPLETE AND THOROUGH AND WORK DONE PUNCTUALLY AND WELL. APPLICANT SENT IN LETTER OF RESIGNATION JAN EIGHTH, FORTY ONE BECAUSE UNDER CONSIDERATION FOR FBI POSITION AND RECOMMENDED ATTORNEY ANTHONY J. GIANFORTI, HARRISBURG TO TAKE HIS PLACE. APPLICANT EMPLOYED EQUITABLE LIFE ASSURANCE SOCIETY, NYC, MAY TWELVE, THIRTY NINE, AS HARRISBURG PA. CORRESPONDENT DOING SAME TYPE WORK AS ABOVE. ALSO WAS KEYMAN COVERING SEVERAL ADJOINING COUNTIES AND DOING SPECIAL INVESTIGATION ON A PER DIEM BASIS. RESIGNED JAN FOURTEEN, FORTYONE BECAUSE UNDER CONSIDERATION BY FBI MAURICE CORR, INVESTIGATIVE DEPT. STATES HE INVESTIGATED APPLICANT AND MET HIM PERSONALLY AND RECOMMENDS HIM AS INTELLIGENCE, CAPABILITY, PERSONALITY, APPEARANCE, AND REPUTATION. STATES APPLICANT'S REPORTS HAVE BEEN COMPLETE AND THOROUGH, EXCELLENTLY SET UP, AND SHOW GOOD INVESTIGATION DONE.

SACKETT

ACK AND HOLD PLS

FEB 4 1941

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Searched... Indexed...  
Numbered... Filed...

FEB 4 1941

FEDERAL BUREAU OF INVESTIGATION

CHIEF CLERK

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checked generally 2-1-41 jrw

FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

1084

To: COMMUNICATIONS SECTION.

JANUARY 29, 1941

Transmit the following message to:

NEW YORK

FOLLOWING COPY OF TELETYPE FORWARDED ON DECEMBER SIXTH, NINETEEN FORTY, RE  
HOWARD LYNN EDWARDS, SA APPLICANT. EMPLOYED NATIONAL COMMERCIAL AGENCY,  
THREE FOUR NASSAU ST., INVESTIGATOR, SINCE OCTOBER NINETEEN THIRTYNINE,  
EQUITABLE LIFE ASSURANCE SOCIETY OF U.S., INVESTIGATOR, SINCE JULY THIRTYNINE,  
BOTH NYC. BORN MAY FOURTEENTH, NINETEEN FIFTEEN, NANTY GLO, PA., SINGLE.

HOOVER.

67-17108 NOT RECORDED  
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reched. ....  
numbered. ....  
JAN 30 1941  
FEDERAL BUREAU OF ...

FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE  
COMMUNICATIONS SECTION

JAN 29 1941

TELETYPE

SENT VIA

5 30 P M

Per

FJR

Federal Bureau of Investigation  
United States Department of Justice

Washington, D. C.

February 1, 1941

MBN  
67-171084

BRIEF OF INVESTIGATION

RE: HOWARD LYNN EDWARDS  
Special Agent Applicant

Written Rating: 73%  
Oral " : 83%  
Composite " : 78%

Age: 25  
Single

AB - Dickinson College  
LLB - Dickinson School of Law, Cum Laude  
Passed Pennsylvania Bar

EDUCATION

Nanty-Glo High School, Nanty-Glo, Pa., 1928-1932, Grad.

1928 to 1932; that applicant is dependable, ambitious, reserved in manner, has a pleasing personality, and has never been in any kind of trouble.

Dickinson College, Carlisle, Pa., 1932-1936, AB Degree

1936, first honors; Phi Beta Kappa, February 1936. Mr. Vuilleumier further stated applicant is an excellent debater; that he was very active in publications; that he was very highly regarded by all of the students on the campus and that the college would snap him up in a minute if an extra teacher was needed.

Dickinson School of Law, Carlisle, Pa., 1936-1939, LLB Degree, Cum Laude.

graduate Cum Laude the average must be 85 or better and that there is never more than 5 in that group. He stated applicant was in a few of his classes and that he considers him a very excellent boy, having good moral habits and being quiet and energetic and Mr. Hitchler recommends him.

Passed Pennsylvania Bar but financially unable to serve 6 months non-remunerative clerkship.

and July 28 and received notice of same on October 13, 1939. Miss Rammert stated that applicant's work as Junior Assistant Examiner in the Law Department of Pennsylvania Labor Relations Board in Harrisburg, (see below), is equivalent to being admitted to the Bar.

EXPERIENCE

Fred Edwards, Father, Nanty-Glo, Pa., Clerk, Meat & Grocery Store, After school and during vacations, 1927-1932

Worked for his father during summer vacation as in "Synopsis of Facts".

.....Mr. Alley  
.....Mrs. Atkinson  
.....Miss Guigon  
.....Mrs. Jacobs  
.....Mrs. Wackerman  
.....  
.....  
.....

(action desired)

Routed.....  
Searched.....  
Serialized.....  
Checked.....  
Filed.....

67-171084-16  
(file number)

FEB 4 1941  
(date stamp)

(routing stamp)

EXPERIENCE (Cont'd.)

Dickinson College Library, Carlisle, Pa.,  
Clerk, Mending & Marking Books, 1933-1936,  
(as on appli.)

work well and was well liked by everybody.

Dickinson Law School, Carlisle, Pa., under  
Prof. D.J. Farage, Sept.1936-June 1937,  
Ass't. Research, Gen'l. Secretarial.

Pa. Dept. of Unemployment Compensation,  
Harrisburg, Pa., Clerk, Supervisory Activities,  
July-Sept.1937

State Workmen's Ins.Fund, Harrisburg, Pa.,  
Adv.Statistician, Statistical, Jan.1938-Oct.  
1939

sensus of opinion among everyone in the organization who had come in contact with him. Applicant was transferred to the Pennsylvania Labor Relations Board (below) on October 13, 1939.

Equitable Life Assurance Society, NYC,  
Correspondent, May 1939-Jan.1941

special investigation on a per diem basis.  
under consideration by FBI.

Nat'l. Commercial Agency, Mutual Life Ins.  
Co., NYC, June 1939-Jan.1941, Correspondent

for insurance, receiving \$1.50 per report. Reports were said to be complete and thorough and work was done punctually and well. Applicant sent in letter of resignation January 8, 1941 because he was under consideration for FBI position and recommended Attorney Anthony J. Gianforti, Harrisburg, to take his place.

Pennsylvania Labor Relations Board,  
Harrisburg, Pa., Junior Examiner, Legal Work,  
since Oct. 1939

stated applicant is a very high type, clean-cut young man; that he is able and competent. He added applicant should have a raise in his present job but due to the condition of available funds he is not receiving enough salary.

REFERENCES

Dean Hoffman, Editor, Harrisburg, Pa.,  
Patriot and Evening News  
Dr. M.C. Dunnick, La. ...  
Garfield Wilkins, Pres., Nanty-Glo State Bank  
H. G. Hutchison, Principal, Nanty-Glo High  
School, (see edu.), all Nanty-Glo, Pa.  
H.F. Dowling, Esq., U.S.Fidelity & Guaranty  
Col, Harrisburg, Pa.

Mr. Detweiler, Librarian, advised applicant was employed from 1932 to 1936; that they were very well pleased with his work and considered him a very fine and studious boy who always did his

Mr. Farage stated applicant was very reliable; that there was never a task too hard for him. He stated applicant did research and typing and was an assistant professor to him.

Records reflect applicant resigned voluntarily.

Mrs. Hamel, Secretary to the Controller, stated she remembered applicant personally and in her estimation one could not find a finer man than applicant. She added that this was the con-

Report shows applicant worked as Harrisburg, Pennsylvania correspondent and was also keyman covering several adjoining counties and doing Applicant resigned January 14, 1941 because he was

Applicant was Harrisburg, Pennsylvania correspondent, sending in reports on backgrounds, reputation, health, credit, etc., of applicants

Mr. Lichliter, Chairman, stated applicant is a good examiner and he hates the idea of losing him but would not stand in his way if the Government needs his services at this time. He

Speak highly of applicant.

MEMBER OF ORGANIZATIONS

Phi Beta Kappa; Phi Delta Theta; Omicron Delta Kappa; Tau Kappa Alpha.

RELATIVES IN GOVERNMENT SERVICE

None.

MISCELLANEOUS

Neighborhood investigation and other persons interviewed

Favorable. Mr. Dietrich, hardware merchant, and Mr. Bello, theatre manager, advised applicant is reserved in manner. Chief of Police

Cerea speaks highly of applicant.

Born - May 14, 1915, Nanty-Glo, Pa.

Verified by birth records. No un-American sympathies were disclosed in the investigation.

Languages

French, slight writing and reading ability.  
German, slight writing and reading ability.

Criminal Record: None on appli.

Records of the Carlisle Police Department reflect applicant was arrested for disorderly

conduct on May 12, 1934, but was discharged the same day. *Arresting officer no longer with police force and could not be located.*

Indebtedness: Dickinson College, Carlisle, Pa., \$125.00

Satisfactory; presently owes \$130.00.

G.M.A.C., \$375.00 (place not given)

No record at Carlisle or Harrisburg, Pennsylvania.

Personal interview with Interviewing Official J.F. Sears

Reports applicant's personality, personal appearance and approach are good; that he is self-confident; tactful; answers general questions definitely; has had investigative

experience investigating cases for Equitable Company of the United States and Mutual Life Insurance Company of New York; appears to be resourceful and to have executive ability; and is likely to develop; however, he has average poise; is slightly nervous; and has not studied Federal Procedure. Mr. Sears states applicant impressed him as being intelligent, above the average mentally, as well as in personal qualities. Mr. Sears believes applicant possesses sufficient training, background and personal qualifications to successfully function as a Bureau Agent. He was slightly nervous throughout the interview, but handled himself well being mentally alert, having sufficient force, and indicated he possessed initiative. Recommendation - Favorable.

OUTSTANDING ENDORSERS

None.

Applicant's physical report, dated October 31, 1940, reflects his vision to be normal in both eyes, without glasses; color vision normal as tested by Plates; and he is recommended for arduous physical exertion.

W. R. Glavin  
W. R. Glavin JR

ADDENDUM:

Dean Vuilleumier, Dickinson College, advised applicant and another student were taken to Carlisle, Pennsylvania, Police Department as a result of misunderstanding at college dance; that neither had been drinking; that the guard ordered the other student to leave since he did not have a ticket which instructions were not heard by applicant; that subsequently the guard asked the Police Department to remove them from the dance; that Dean Vuilleumier of Dickinson College investigated matter carefully and ascertained that applicant was entirely innocent; he had not been drinking and had conducted himself in an orderly manner being the innocent victim of having been taken to the Police Department; that the applicant was immediately released and that there was no publicity given to the occasion.



Federal Bureau of Investigation  
United States Department of Justice

KMP:blh  
67-171084

Washington, D. C.  
February 3, 1941

MEMORANDUM

RE: HOWARD LYNN EDWARDS  
Special Agent Applicant

This is to advise that SAC Sears of the Philadelphia Field Office telephonically advised as of even date that inquiry through Dean Vuilleumier, Dickinson College, Carlisle, Pa., reflected that this applicant was involved in an innocent matter in May, 1934; that applicant and another student of the Dickinson College were standing in the doorway of a college dance to watch the festivities and see who was dancing when the guard ordered the male companion of the applicant to leave and these instructions were not heard by applicant; that subsequently the guard called the local law enforcement officers and applicant and his male companion were taken to the local jail where they were charged with disorderly conduct. Dean Vuilleumier stated that he was immediately informed of the matter and proceeded to the jail, ascertaining that neither applicant nor his student associate had been drinking and arranged for their immediate release. Dean Vuilleumier stated that the action in taking the applicant and his student associate to the jail seemed to be the result of over-zealousness on the part of the guard at the dance, where Dean Vuilleumier investigated and ascertained that the conduct of applicant and the other student had been above reproach, and that the entire matter was the result of a misunderstanding of instructions since applicant did not hear instructions that were given to the other student by the guard. Dean Vuilleumier stated that it was an innocent affair and that it should not reflect in any manner against the applicant since he is the salt of the earth and one of the finest students the college has ever had.

SAC Sears advised that he had interviewed this applicant ascertaining that his local draft board number is 209; that he has received recently a questionnaire in which he has indicated his classification as 1-A; his approximate date of induction is some time during X the month of April, 1941 and that he does not intend to claim any deferment, his attitude being satisfactory towards military service.

RECORDED  
Respectfully,

K. M. Piper

67-171084-17
RECORDED
INDEXED
FILED

app sent  
2-4-41  
Wag

OK  
Feb 10 1941  
J-7/4/41

FEB 4 1941

FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE  
COMMUNICATIONS SECTION

FEB - 5 1941

WESTERN UNION

Mr. Tolson.....  
Mr. E. A. Tamm.....  
Mr. Clegg.....  
Mr. Foxworth.....  
Mr. Nathan.....  
Mr. Ladd.....  
Mr. Glavin.....  
Mr. Nichols.....  
Mr. Hendon.....  
Mr. Rosen.....  
Mr. Tracy.....  
Miss Gandy.....

WH39 12 4 EXTRA

HARRISBURG PENN FEB 5 1941 642P

✓ JOHN EDGAR HOOVER

DIR FEDERAL BUREAU OF INVESTIGATION

OFFER OF APPOINTMENT ACCEPTED AS PER YOUR WIRE

H LYNN EDWARDS 210 S 13 ST.

210 S 13.

726P.

RECORDED

67-171084-18	
Routed.....	Recorded.....
Searched.....	Checked.....
Numbered.....	Filed.....
FEB 6 1941	
FEDERAL BUREAU OF INVESTIGATION	

FEB 8 1941

CHIEF CLERK

OJW

February 4, 1941

Mr. H. Lynn Edwards  
210 South 13th Street  
Harrisburg, Pennsylvania

Dear Mr. Edwards:

Under separate cover you are being tendered an appointment as a Special Agent in the Federal Bureau of Investigation. In the event your appointment is accepted, it is desired that you read the enclosed letter carefully and closely and, if the conditions set forth therein are thoroughly understood by you, it is requested that you have same notarized and return it to this office immediately.

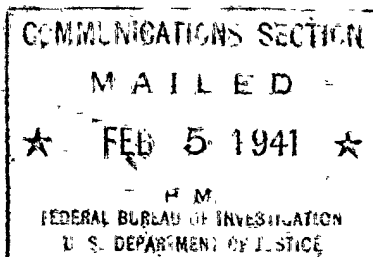
Sincerely yours,

John Edgar Hoover  
Director

Enclosure

AIR MAIL

Mr. Tolson \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Foxworth \_\_\_\_\_  
Mr. Nathan \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Egan \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Miss Gandy \_\_\_\_\_



**FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE**

OJW  
67-171084  
To: COMMUNICATIONS SECTION.

FEBRUARY 4, 1941

Transmit the following message to: MR. H. LYNN EDWARDS  
210 SOUTH 13TH STREET  
HARRISBURG, PENNSYLVANIA

SEND PREPAID

YOU ARE OFFERED APPOINTMENT SPECIAL AGENT THIS BUREAU SALARY THIRTY TWO HUNDRED PER ANNUM ALLOWED FIVE DOLLARS DAY LIEU OF SUBSISTENCE WHEN ABSENT HEADQUARTERS WHICH WILL BE FIXED AT WASHINGTON DC EFFECTIVE WITH ENTRY ON DUTY. NOTIFY THIS OFFICE BY WIRE IF THIS APPOINTMENT ACCEPTED. IF YOU ACCEPT PROCEED TO WASHINGTON AT YOUR OWN EXPENSE REPORT TO ROOM FIVE TWO FIVE SIX UNITED STATES DEPARTMENT OF JUSTICE BUILDING PENNSYLVANIA AVENUE BETWEEN NINTH AND TENTH STREETS NORTHWEST AT NINE AM ON FEBRUARY TENTH. TO ENTER ON DUTY. RIGID PHYSICAL EXAMINATION MUST BE TAKEN AT WASHINGTON AND IF SAME REFLECTS YOU ARE NOT CAPABLE PERFORMING STRENUOUS DUTIES OR THAT YOUR COLOR VISION OR VISION NOT NORMAL OR THAT YOU HAVE ANY DEFECT WHICH MIGHT INTERFERE WITH YOUR USE OF FIREARMS APPOINTMENT WILL BE CANCELLED. FBI STANDARDS REQUIRE UNCORRECTED VISION NO LESS THAN TWENTY FORTY IN ONE EYE AND TWENTY FIFTY IN THE OTHER EYE CORRECTED WITH GLASSES TO NORMAL VISION OF TWENTY TWENTY. ARRANGE PERSONAL MATTERS THAT YOU MAY ACCEPT ASSIGNMENT WHERE SERVICES NEEDED CONSIDER THIS STRICTLY CONFIDENTIAL AND PRESENT WIRE UPON REPORTING. FBI RESERVES RIGHT TO REFUSE ACCEPTANCE OF ANY RESIGNATION OF A SPECIAL AGENT UNLESS AT LEAST THIRTY DAYS NOTICE OF INTENTION TO RESIGN GIVEN. ASSIGNMENT DURING TRAINING WILL BE EITHER AT

WASHINGTON DC OR QUANTICO VIRGINIA. PER DIEM NOT ALLOWED AT WASHINGTON DC IF TRAINING GIVEN AT QUANTICO PER DIEM OF ONE DOLLAR FORTY CENTS WILL BE ALLOWED. NOT POSSIBLE FOR WIVES OR FAMILIES OF APPOINTEES TO BE DOMICILED AT QUANTICO DURING TRAINING PERIOD. IF APPOINTMENT ACCEPTED NECESSARY YOU RESIGN POSITION WITH

Mr. Tolson .....  
Mr. Clegg .....  
Mr. Nathan .....  
Mr. Glavin .....  
Mr. Rosen .....  
Mr. Tracy .....  
Miss Gandy .....

U.S. DEPARTMENT OF JUSTICE  
LABOR-RELATIONS BOARD.  
COMMUNICATIONS SECTION

FEB - 5 1941

JOHN EDGAR HOOVER, DIRECTOR  
FEDERAL BUREAU OF INVESTIGATION

SENT VIA

WESTERN UNION

150 P M

Per

*[Signature]*

67-171084-20  
FEB 6 1941  
FEDERAL BUREAU OF INVESTIGATION

FEDERAL BUREAU OF INVESTIGATION

From: Chief Clerk's Office Room 5513

February 4, 1941

To: ☒ Director  
☒ Mr. Tolson  
☐ Mr. Glavin  
☐ Mr. Tracy  
☐ M

FOR APPROVAL TO GO OUT

Appointment of Mr. H. Lynn Edwards, Special Agent, Caf 9, \$3200 per annum for February 10 School.

No political endorsements

LL.B. Dickinson College  
 Passed Pennsylvania Bar

Chief of Police G. C. Cerea of Nanty-Glo, Pa., is acquainted with Applicant and his family

Dean E. A. Vuilleumier, Dean of Dickinson College recommended Applicant when interviewed.

Dean W. H. Hitchler, Dean of Law School, Dickinson College recommended Applicant when interviewed.

Mr. Dean Hoffman, Editor, Patriot and Evening News, Harrisburg, Pa., was listed as a reference

Former SA Edward C. First is acquainted with Applicant.

Draft #209; Classification 1-A  
 Has received questionnaire and

will probably be called in April 1941

Mr. Tolson ☒  
 Mr. Clegg ☒  
 Mr. E. A. Tamm ☐  
 Mr. Foxworth ☐  
 Mr. Nathan ☐  
 Mr. Ladd ☐  
 Mr. Coffey ☐  
 Mr. Egan ☒  
 Mr. Glavin ☒  
 Mr. Harbo ☐  
 Mr. McIntire ☐  
 Mr. Nichols ☐  
 Mr. Hendon ☐  
 Mr. Rosen ☐  
 Mr. Quinn Tamm ☐  
 Mr. Nease ☐  
 Mr. Gurnea ☐  
 Mr. Tracy ☐  
 Miss Gandy ☐

CC-186

W. R. Glavin

(Place) Harrisburg, Pa.

(Date) February 7, 1941

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

Having filed an application for a position as Special Agent in the Federal Bureau of Investigation, United States Department of Justice, I hereby agree that in the event of an appointment I will be governed by the following conditions:

1. Upon appointment and within ten days after receipt thereof, I shall be required to proceed at my own expense to Washington, D. C., where I will take the oath of office and enter on duty.
2. That said appointment will be on a probationary basis.
3. That my retention in the Bureau shall be dependent upon the performance of satisfactory services, and if my services are deemed unsatisfactory it is understood that my employment may be discontinued at any time and that I will not receive transportation to my home, or to any other point, at Government expense.
4. That if appointed I may be sent to any part of the continental or territorial United States that the exigencies of the Bureau's work may require; that my headquarters may be fixed in some jurisdiction other than that in which I have heretofore resided; that my headquarters may be changed as the work of the Bureau may require; and that no transfer shall be made from one station to another for personal reasons.
5. That the confidential character of the relations of the employees of the Federal Bureau of Investigation with the public is fully understood by me, and that the strictly confidential character of any and all information secured by me, in connection directly or indirectly with my work as a Special Agent, or the work of other employees of which I may become cognizant, is fully understood by me, and that neither during my tenure of service with the Federal Bureau of Investigation nor at any other time will I violate this confidence, and I agree that I will not divulge any information of any kind or character whatsoever that may become known to me, to persons not officially entitled thereto.

I further agree that nothing connected with this certification is to be construed by me as an assurance that an appointment will be tendered me; that I fully understand all of the foregoing and that the conditions specified herein are agreeable to me; that if appointed I will abide by the foregoing conditions, and I am fully cognizant that the provisions mentioned above are to be complied with and they are to be regarded as a part of my appointment if it is subsequently tendered to me and accepted.

Subscribed and sworn to before me this

Very truly yours,

7th day of FEB., A.D. 1941

*H. Lynne Edwards*

*[Signature]* NOTARY PUBLIC  
Notary Public Commission Expires March 7, 1941

CC-74

# FEDERAL BUREAU OF INVESTIGATION

OJW

Mr. D  
Miss  
Mrs. Mr. H. Lynn Edwards

Date February 4, 1941

New appointment ☒

Transfer ☐

Promotion ☐

Separation ☐

## PRESENT STATUS

1. Title:

2. Grade:

3. Salary:

4. Seat of Government: ☐  
Field: ☐

5. Division:

6. Appropriation:

## PROPOSED ACTION

7. Title Special Agent

8. Grade: Caf 9

9. Salary: \$3200 per annum  
\$5.00 per diem

10. Seat of Government: ☐  
Field: ☐

11. Division:

12. Appropriation: "Salaries and Expenses, FBI  
(National Defense)"

13. Effective: With entry on duty

14. Position: Regular

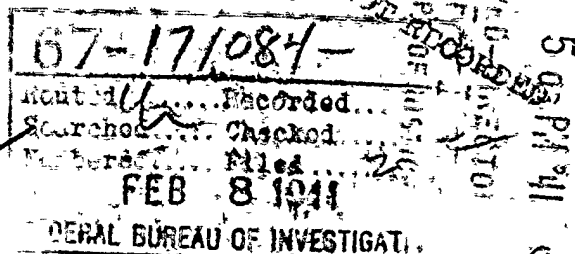
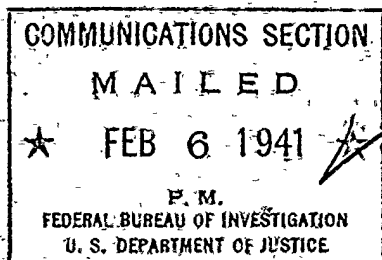
15. Remarks: Recommended for appointment as a Special Agent, Grade Caf 9, \$3200 per annum and \$5.00 per diem in lieu of subsistence and expenses of travel and operation when absent from official headquarters.

Respectfully submitted,

CC-Chief Audit Section

Director, Federal Bureau of Investigation

(Title)



*GL*

OJW

February 4, 1941

Dean W. H. Hitchler  
School of Law  
Dickinson College  
Carlisle, Pennsylvania

My dear Dean Hitchler:

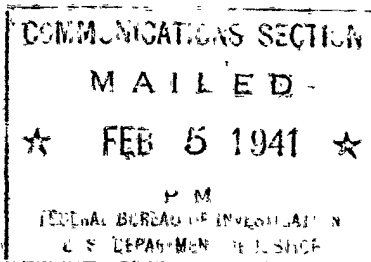
I am indeed pleased to inform you that an appointment to the position of Special Agent in the Federal Bureau of Investigation has been tendered to Mr. H. Lynn Edwards of Harrisburg, Pennsylvania, about whom you were interviewed in connection with his application.

With kindest regards,

Sincerely yours,

FEB 8 1941

Mr. Tolson \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Foxworth \_\_\_\_\_  
Mr. Nathan \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Egan \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Miss Gandy \_\_\_\_\_



FEB 5 10 35 AM '41

JL



OJW

February 4, 1941

Dean E. A. Vuilleumier  
Dickinson College  
Carlisle, Pennsylvania

My dear Dean Vuilleumier:

I am indeed pleased to inform you that an appointment to the position of Special Agent in the Federal Bureau of Investigation has been tendered to Mr. H. Lynn Edwards of Harrisburg, Pennsylvania, about whom you were interviewed in connection with his application.

With kindest regards,

Sincerely yours,

67-170-1000  
RECORDED  
CHECKED  
FEB 6 1941  
FEDERAL BUREAU OF INVESTIGATION

Mr. Tolson \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Foxworth \_\_\_\_\_  
Mr. Nathan \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Egan \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

COMMUNICATIONS SECTION  
MAILED  
★ FEB 5 1941 ★  
P. M.  
FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE

*Handwritten initials*

DICKINSON SCHOOL OF LAW  
OFFICE OF THE DEAN  
CARLISLE, PA.

WALTER HARRISON HITCHLER  
DEAN

February 7, 1941

Honorable J. Edgar Hoover  
Federal Bureau of Investigation  
U. S. Department of Justice  
Washington, D. C.

My dear Mr. Hoover:

I appreciate your courtesy in informing me of the appointment of Mr. H. Lynn Edwards to the position of Special Agent in the Federal Bureau of Investigation, and I am grateful for your action in appointing him.

I believe that he will prove to be a loyal and efficient agent.

Sincerely yours,

*W. H. Hitchler*

W. H. Hitchler  
Dean

WHH:DMG

FEB 20 1941  
RECORDED

67-171084-222	
Routed.....	Recorded.....
Searched.....	Checked.....
Numbered.....	Filed.....
FEB 11 1941	
FEDERAL BUREAU OF INVESTIGATION	

*W. H. Hitchler*  
CHIEF CLERK

**Federal Bureau of Investigation  
United States Department of Justice**

Quantico, Virginia  
February 11, 1941

MEMORANDUM FOR MR. NATHAN

Re: H. Lynn Edwards  
Training Class #28  
E.O.D. 2/10/41

This is to advise that I am in receipt of a handwritten memorandum from the above named Trainee, in which he makes the following statement:

"In accordance with your request I am herewith submitting a memorandum with respect to Question No. 10, PERSONAL HISTORY STATEMENT, 'Do you now hold any state office?'

I left a position with the Pa. Labor Relations Board, Harrisburg, Pa. to accept the offer of appointment with the F.B.I. In view of the probationary period, I was told my job would be available if the F.B. I. rejected me. However, I am no longer on the payroll, my job has been given to a successor, and for all intents and purposes I have resigned."

I am forwarding this information in order that an appropriate record of this matter may be maintained in connection with this Trainee.

Respectfully,

*Thomas E. Myers*

THOMAS E. MYERS  
Training School

RECORDED

Enclosure *ad*

67-171084-23	
Routed..	Recorded.....
Searches	.....
Numbered	.....
FEB 13 1941	
FEDERAL BUREAU OF INVESTIGATION	

NATHAN

CHIEF CLERK

FEB 16 1941

**Federal Bureau of Investigation**  
**United States Department of Justice**  
4058 United States Court House  
Philadelphia, Pa.

*[Handwritten signature]*  
February 14, 1941.

Director,  
Federal Bureau of Investigation,  
Washington, D. C.

Re: H. LYNN EDWARDS,  
SA APPLICANT

Dear Sir:

There are transmitted herewith letters received from H. LYNN EDWARDS, Special Agent applicant, dated January 31, and February 3, 1941, and a copy of my letter of this date to Mr. EDWARDS.

The substance of the information contained in the letter dated February 3, 1941, was telephonically furnished to Mr. PIEPER of the Bureau on February 5, 1941. It is requested that the Bureau acknowledge EDWARDS' letter of January 31, 1941.

Very truly yours,

*J. F. SEARS*  
J. F. SEARS,  
Special Agent in Charge

FEB 27 1941

*No answer necessary since entered on duty on 2-10-41*  
*[Handwritten signature]*

JFS:JDP  
Enclosures *att*

RECORDED

67-171084-24	
Excluded	Record
Searched	CP
Numbered	in 2F1
FEB 17 1941	
FEDERAL BUREAU OF INVESTIGATION	

*[Handwritten initials]*

CHIEF CLERK  
*[Handwritten signature]*

4058 United States Court House  
Philadelphia, Pa.

February 14, 1941.

Mr. H. Lynn Edwards,  
210 South 13th Street,  
Harrisburg, Pa.

RE: H. LYNN EDWARDS,  
SA APPLICANT

Dear Sir:

I wish to acknowledge receipt of your letters of January 31 and February 3, 1941, and to advise that inasmuch as all matters pertaining to employment are handled at the Seat of Government, your letters have been transmitted to the Director, Federal Bureau of Investigation, Washington, D. C.

Very truly yours,

J. F. SEARS,  
Special Agent in Charge

JFS:JDP  
cc Bureau

210 S. 13th Street  
Harrisburg, Pennsylvania  
January 31, 1941

Mr. J. F. Sears  
Federal Bureau of Investigation  
4060 United States Court House  
Ninth & Chestnut Streets  
Philadelphia, Pennsylvania

Dear Mr. Sears:

I trust you will not think me presumptuous in writing to you.

On October 15, 1940 I filed an application for position of Special Agent in the Federal Bureau of Investigation, and on October 30 I was summoned to Philadelphia where I was given a written examination and an oral interview by you and also a physical examination by an examiner at the United States Hospital in Philadelphia.

On January 25, 1941 I was given a physical examination preparatory to my induction into the Selective Service. In as much as my Order Number is 209, there is strong indication of my receiving a call in the near future. Therefore, I am deeply concerned as to what effect this will have on my pending application with the Federal Bureau of Investigation. Since I am interested in this field as a career, it would be a disappointment if this draft call thwarts my chances.

Could you kindly advise me, in view of the above, (1) whether my induction into the draft will preclude my accepting an "F.B.I." appointment, assuming favorable action on my application, and (2) if not, do you desire me to notify the Federal Bureau of Investigation of my new address, in case the appointment should come after my induction into the draft? I shall greatly appreciate any information you may feel free to advance me in answer to my problems.

Respectfully

*H. Lynn Edwards*  
H. Lynn Edwards

YOURS	FEDERAL Bureau of Investigation
	U. S. DEPT. OF JUSTICE
	FEB 1 1941
	PHILADELPHIA OFFICE
ROUTED TO:	FILE

210 S. 13th Street  
Harrisburg, Pennsylvania  
February 3, 1941

Mr. J. F. Sears  
Federal Bureau of Investigation  
4060 United States Court House  
Ninth & Chestnut Streets  
Philadelphia, Pennsylvania

Dear Mr. Sears:

Supplementing our telephone conversation of Monday morning, February 3, I wish to state an additional fact with respect to the Carlisle affair which we discussed. I sincerely trust it will assist you materially in evaluating that particular incident.

In reviewing our conversation, it occurred to me that I omitted to tell you specifically why I did not report the "arrest" on my application for appointment. At the hearing in the Burgess' office subsequent to the "arrest", the Burgess dismissed the charge as to me and informed me that the matter was terminated so far as my implication was concerned. I was released from the hearing without being fined, as I related to you in the conversation. I distinctly recall asking the Burgess at the time whether my name would appear on his dockets, and he stated to me that it would not, that it was just as if the matter had never occurred, so far as I was concerned. I was particularly interested in that aspect of it, because I intended registering with the State Board of Law Examiners as a law student, and knew that it was essential to have a record free of arrests. With his assurance, I actually dismissed the matter from my mind as if it had not occurred, and have consistently treated it so since then.

Finally, in order that you may have a complete record of the facts of the entire incident signed by me, I am restating them below:

Mr. E. Townsend Swalm and I, both students at Dickinson College, went into the lobby of a public dance hall on a Saturday night wherein a dance was then in progress, the same being maintained and operated by a husband and his wife, whose names slip my memory. Not wishing to pay admission until we ascertained whether there were any "stag" girls in the hall with whom we could dance, we procured permission from the wife to look in. After some moments, the husband apparently requested Mr. Swalm to leave, which he failed to do. Thereafter, the husband grabbed Mr. Swalm, and this diverted my attention from the dance and I asked what was going on, to which the husband replied, "this is my place of business, and when I ask a man to leave and he refuses, I can put him out". I said, "Your wife gave us permission to look in". He became angry and said, "I won't fool any longer, I'll get a cop", and I said, "We'll go with you". We accompanied him to the police station, gave our names and hearing date was set. We were not served with any warrant of arrest, no information was made so far as I know, we were not jailed, not placed under bail, or anything comparable. At the hearing, Mr. Swalm was fined \$2.00 and I was released.

I am deeply thankful for your fairness and indulgence in granting me

Federal Bureau of Investigation  
U. S. DEPT. OF JUSTICE

PHILADELPHIA OFFICE  
ROUTED TO

FEB 4 1941

Mr. J. F. Sears - 2.

this morning's opportunity to explain the matter in question. My interest in being given at least a chance in the "F. B. I." is so great that I shall be glad to give you any additional information on any point in doubt.

Respectfully yours,

*H. Lynn Edwards*  
H. Lynn Edwards



# FEDERAL BUREAU OF INVESTIGATION

Form No. 1

THIS CASE ORIGINATED AT

BUREAU

NY

FILE NO.

67-4609 LR

REPORT MADE AT <b>NEW YORK, N. Y.</b>	DATE WHEN MADE <b>2/14/41</b>	PERIOD FOR WHICH MADE <b>1/30/41</b>	REPORT MADE BY <b>W. E. STROM</b>
TITLE <b>HOWARD LYNN EDWARDS</b>			CHARACTER OF CASE <b>APPLICANT-SPECIAL AGENT</b>

**SYNOPSIS OF FACTS:**

Employed National Commercial Agency of Mutual Life Insurance Company, New York City, as Harrisburg, Pennsylvania correspondent since September 1939. Work highly regarded. Resigned 1/8/41 because under consideration by FBI. Employed Equitable Life Assurance Society, NYC, as Harrisburg correspondent since May 12, 1939, also doing some special investigations in adjacent counties. Highly regarded. Resigned 1/14/41 because under consideration for FBI.

- RUC -

**REFERENCE:**

Teletype from the Bureau dated 1/29/41.

**DETAILS:**

At New York City

Mr. P. E. BLACK, Assistant Director, National Commercial Agency of the Mutual Life Insurance Company, 34 Nassau Street, stated that his records reflected that applicant had been employed September 1939 as second correspondent for Harrisburg, Pennsylvania, and on January 19, 1940 had been moved up to first correspondent. His work during this time consisted of filling out reports as to occupation, background, character, etc. of applicants for insurance, for which he received \$1.50 per report.

APPROVED AND FORWARDED <i>[Signature]</i>	SPECIAL AGENT IN CHARGE <i>[Signature]</i>	DO NOT WRITE IN THESE SPACES	
COPIES OF THIS REPORT 3 Bureau 2 New York 13 17104		67-17104-25	SEARCHED INDEXED SERIALIZED FILED MAR 6 1941 FBI - NY
		FEB 20 1941 [Stamp]	

67-4609

Mr. BLACK stated that his reports were full and complete and his work was done promptly, and for this reason both he and Mr. F. E. GREEN, the Inspector over the Harrisburg district, hated to lose him. He stated that the reports showed very clearly that he had done actual investigative work rather than merely filling them out and that he was satisfactory in every way.

Mr. MAURICE W. CORR, Equitable Life Assurance Society, 393 Seventh Avenue, stated that applicant had been appointed as Harrisburg, Pennsylvania, correspondent May 12, 1939, and that his work consisted of submitting reports on the background of applicants for life insurance and prospective insurance agents for which he was paid on a per case basis. He stated that applicant was also used as "keyman" covering several adjoining counties and did special investigative work for them in connection with insurance claims on a per diem basis. He stated that applicant had resigned as of January 14, 1941, giving as the reason, that he was under consideration for a position with the FBI.

Records on the applicant reflected that he was born May 14, 1915, and that he resided at 210 S. 13th Street, Harrisburg, Pennsylvania, and was employed by the State Workmens Insurance Fund at 19 South 2nd Street, Harrisburg, Pennsylvania.

Mr. CORR said that when applicant applied for position as correspondent, he had personally investigated him and found that he had an excellent reputation in the community for character and morals. He stated that he did excellent investigative work and was prompt in taking care of any investigations assigned to him. He stated that from meeting and talking with the applicant he has noted that he has a pleasant personality, is clean-cut and makes an excellent appearance, and on the basis of the work he has done for them, he thinks that applicant has ability, can be trained and would be conscientious in anything he did.

REFERRED UPON COMPLETION TO THE OFFICE OF ORIGIN

2/11/41

Mr. Robert Lapack  
Counsellor, Class # 18

Dear Sir:

I presently have selective  
Service Classification of "1-A",  
Local Board No. 3, Mundy's  
Corner School, R. D., Coonemaugh,  
Cambria County, Pennsylvania.  
I have filled out a  
questionnaire and had  
my physical examination.

Respectfully,

H. Lynn Edwards

67-171084	
Put in	Records
Searched	2-2-41
Numbered	Filed
FEB 12 1941	
FEDERAL BUREAU OF INVESTIGATION	

ENCLOSURE

Manuscript  
2/13/41  
R.H.

Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

February 17, 1941

MEMORANDUM

A search of the files of this Division  
fails to disclose any record of HOWARD LYNN EDWARDS,  
employee, whose fingerprint card has been  
retained here. The fingerprint classification  
in this case is 5 0 21 Wr MII 14 Reference 21  
I 19 W OOI 27.

Very truly yours,

  
Q. Tamm

67-171084	
Routed.....	Recorded.....
Searched.....	Classified.....
Numbered.....	.....
FEB 18 1941	
FEDERAL BUREAU OF INVESTIGATION	

CHIEF CLERK

DEPARTMENT OF JUSTICE  
WASHINGTON, D. C.

BJF:hts

February 4, 1941.

6  
Mr. H. Lynn Edwards,  
Federal Bureau of Investigation,  
Department of Justice.

Dear Mr. Edwards:

You are hereby appointed a Special Agent in the Federal Bureau of Investigation, Department of Justice, with salary at the rate of \$3200 per annum in Grade Caf-9. You will also be allowed your expenses of travel and operation in accordance with existing regulations and \$5.00 a day in lieu of subsistence when absent from official headquarters, which are hereby fixed at Washington, D. C., effective upon your entry on duty, to which point you should proceed at your own expense in order to assume your official duties. Your headquarters will thereafter be changed from time to time to such places as may be deemed advisable by the Director of the Federal Bureau of Investigation, under whose supervision and instructions you will be employed.

Your salary, expenses, and per diem will be paid from the appropriation for "Salaries and Expenses, Federal Bureau of Investigation (National Defense)," FIELD.

This appointment will take effect when you enter on duty at Washington, D. C.

This letter is not to be considered as operating credentials and is not to be so used. Operating credentials are issued separately.

Respectfully,

67-17154-  
FEB 17 1941  
RECEIVED  
Robert H. Jackson

Attorney General.

By the Attorney General:

(Sgd.) Matthew F. McGuire

The Assistant to the Attorney General.

Additional position.

JOHN EDGAR HOOVER  
DIRECTOR

**Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.**

*Feb. 10, 1941*

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

In response to Bureau communication of November 15, 1939 concerning Departmental Circular #3302 please be advised that I have not been holding office in any political party or political club.

Very truly yours,

*H. Lynne Edwards*  
*Special Agent*

Note:

If the above is answered affirmatively an explanation follows stating whether or not you have resigned and the date of resignation.

67- NOT RECORDED

*file  
12-10-41  
wry*

**NOT RECORDED**

file  
2-10-41

## THE FBI PLEDGE FOR LAW ENFORCEMENT OFFICERS

Humbly recognizing the responsibilities entrusted to me, I do vow that I shall always consider the high calling of law enforcement to be an honorable profession, the duties of which are recognized by me as both an art and a science. I recognize fully my responsibilities to defend the right, to protect the weak, to aid the distressed, and to uphold the law in public duty and in private living. I accept the obligation in connection with my assignments to report facts and to testify without bias or display of emotion, and to consider the information, coming to my knowledge by virtue of my position as a sacred trust, to be used solely for official purposes. To the responsibilities entrusted to me of seeking to prevent crime, of finding the facts of law violations and of apprehending fugitives and criminals, I shall give my loyal and faithful attention and shall always be equally alert in striving to acquit the innocent and to convict the guilty. In the performance of my duties and assignments, I shall not engage in unlawful and unethical practices but shall perform the functions of my office without fear, without favor, and without prejudice. At no time shall I disclose to an unauthorized person any fact, testimony, or information in any pending matter coming to my official knowledge which may be calculated to prejudice the minds of existing or prospective judicial bodies either to favor or to disfavor any person or issue. While occupying the status of a law enforcement officer or at any other time subsequent thereto, I shall not seek to benefit personally because of my knowledge of any confidential matter which has come to my attention. I am aware of the serious responsibilities of my office and in the performance of my duties I shall, as a minister, seek to supply comfort, advice and aid to those who may be in need of such benefits; as a soldier, I shall wage vigorous warfare against the enemies of my country, of its laws, and of its principles; and as a physician, I shall seek to eliminate the criminal parasite which preys upon our social order and to strengthen the lawful processes of our body politic. I shall strive to be both a teacher and a pupil in the art and science of law enforcement. As a lawyer, I shall acquire due knowledge of the laws of my domain and seek to preserve and maintain the majesty and dignity of the law; as a scientist, it will be my endeavor to learn all pertinent truth about accusations and complaints which come to my lawful knowledge; as an artist, I shall seek to use my skill for the purpose of making each assignment a masterpiece; as a neighbor, I shall bear an attitude of true friendship and courteous respect to all citizens; and as an officer, I shall always be loyal to my duty, my organization, and my country. I will support and defend the Constitution of the United States against all enemies, foreign and domestic; I will bear true faith and allegiance to the same, and will constantly strive to cooperate with and promote cooperation between all regularly constituted law enforcement agencies and officers in the performance of duties of mutual interest and obligation.

February 10, 1941

Date

67- NOT RECORDED

Name

H. Lyne Edwards

Title

Special Agent - F.B.I.

Department of Justice

Law Enforcement Organization

Washington

City

D.C.

State



724  
February 11, 1941

MEMORANDUM FOR MR. T. D. QUINN  
THE ADMINISTRATIVE ASSISTANT TO THE ATTORNEY GENERAL

This is to advise you that the following individuals entered on duty in the Federal Bureau of Investigation as Special Agents on February 10, 1941:

C. Hal Albro, Jr.	Gerald T. Kelly
William H. Alexander	Gust A. Koski
Samuel T. Alton	George H. Kyd, Jr.
Robert F. Carroll	Delmar L. Larson
R. Keith Carter	George R. Mowbray
Cletus A. Cole	Alexander W. Neale, Jr.
Raymond Coward	John E. Newby, Jr.
Eugene F. Coyle	Ralph E. Rawlings
John J. Dunn	Joseph F. Ronan
H. Lynn Edwards	Stanley R. Russo
Edward K. Elder	Norton R. Schonfeld
James D. Faziola	Richard A. Secord
Donald V. Gibbs	Joe L. Shanahan
Carlton M. Hansen	John F. Sheik
Benjamin M. Harrison	Harold F. Swenson
Woodrow W. Hawthorne	John O. Thomas
John F. Hennessey	Elbert T. Turner
Wallace R. Hoaglund	Arthur S. Webb, Jr.
Lawrence E. Hughes	Thomas J. Wilkinson

Oaths of office have been received from the above employees.

Very truly yours,

John Edgar Hoover  
Director

43

JOHN EDGAR HOOVER  
DIRECTOR

CC-161

Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

RHL:DW  
67-171084

Date February 13, 1941

MEMORANDUM FOR MR. TOLSON

RE: HOWARD LYNN EDWARDS  
Special Agent

Entered on duty	February 10, 1941
Present grade and salary	CAF-9, \$3200
Present assignment	Training School
Marital status	Single

The above agent has advised that he received his Selective Service Questionnaire from Local Board No. 3, Mundy's Corner School, Conemaugh, Pennsylvania. He has also received his classification, which is 1-A. He has had a physical examination.

There are no political endorsers in this case. This agent was recommended by Dean E. A. Vuilleumier, Dickinson College; Dean W. H. Hitchler, Dean of Law, Dickinson College; Mr. Dean Hoffman, Editor, Patriot and Evening News, Harrisburg, Pennsylvania. He is acquainted with Chief of Police G. C. Gereia of Nanty-Glo, Pennsylvania. He has an LL.B. degree from Dickinson College and is a member of the Pennsylvania Bar.

There is submitted herewith a memorandum for Mr. McGuire, together with D.S.S. Form 42.

Respectfully,

R. H. Laughlin

67-171084-26  
Routed 11 Recd  
Searched 22  
Numbered 22  
FEB 18 1941  
FEDERAL BUREAU OF INVESTIGATION

Mr. Tolson ☒  
Mr. Clegg \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Foxworth \_\_\_\_\_  
Mr. Nathan \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Coffey \_\_\_\_\_  
Mr. Egan \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Harbo \_\_\_\_\_  
Mr. McIntire \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Tour Room \_\_\_\_\_  
Mr. Kleinkauf \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Miss Beahm \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

Signature

February 15, 1941

MEMORANDUM FOR MR. MATTHEW P. McWHIR  
THE ASSISTANT TO THE ATTORNEY GENERAL

Re: Selective Service.

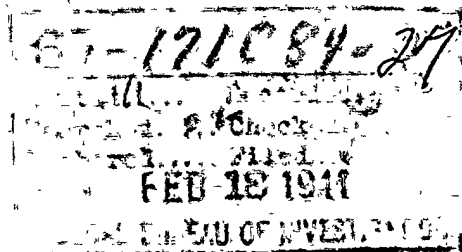
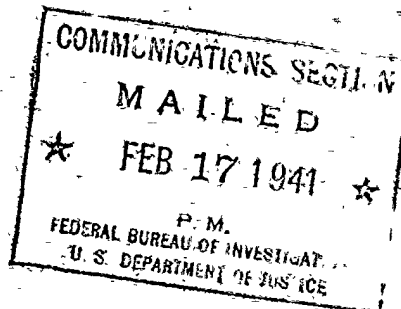
Mr. Howard Lynn Edwards, who entered on duty February 10, 1941, is a Special Agent of this Bureau. This agent has been furnished with D.S.S. Form 42 requesting deferment because of occupation which has been signed by me. A copy of this form is being enclosed herewith.

Very truly yours,

John Edgar Hoover  
 Director

Enclosure

Mr. Tolson \_\_\_\_\_  
 Mr. Clegg \_\_\_\_\_  
 Mr. E. A. Tamm \_\_\_\_\_  
 Mr. Foxworth \_\_\_\_\_  
 Mr. Nathan \_\_\_\_\_  
 Mr. Ladd \_\_\_\_\_  
 Mr. Egan \_\_\_\_\_  
 Mr. Glavin \_\_\_\_\_  
 Mr. Nichols \_\_\_\_\_  
 Mr. Hendon \_\_\_\_\_  
 Mr. Rosen \_\_\_\_\_  
 Mr. Tracy \_\_\_\_\_  
 Miss Gandy \_\_\_\_\_



HOWARD LYNN EDWARDS

I am the Director of the Federal Bureau of Investigation, United States Department of Justice.

The Federal Bureau of Investigation, United States Department of Justice, has been designated by the President to take charge of investigative work in matters relating to espionage, sabotage and violations of the neutrality regulations. This Bureau is also charged with the duty of investigating other matters bearing upon the maintenance of the internal security of the United States. The duties thus imposed upon this Bureau constitute a vital function in the national defense program of this country.

Howard Lynn Edwards has been employed as a Special Agent by the Federal Bureau of Investigation since February 10, 1941. He cannot be replaced satisfactorily because of the shortage of persons with his qualifications for such activity, and his removal for induction would cause material loss of effectiveness in the conduct of the national defense work of the Federal Bureau of Investigation.

general supervisory

John Edgar Hoover

Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Mr. Tolson \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Foxworth \_\_\_\_\_  
Mr. Nathan \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Egan \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

15th

February,

41.

✓

## NOTICE OF CLASSIFICATION

NOTE: Appeal from a classification by a Local Board or Board of Appeal must be made within five days from the date of this notice at the office of the Local Board.

BE ALERT

Howard Lynn Edwards

The person named herein whose Order No. is 209

Has been classified by { Local Board ☒  
Board of Appeals ☐

in Class 2 until August 25, 1941  
(Date)

Notify your employer  
of this classification

*John Hink, Chief Clerk*  
Member of Local Board.  
MAR 25 '41

(Date)

This card may be cut on dotted line for convenience in carrying.

D. S. S. Form 57

Keep in touch  
with your Local  
Board

Notify it of any  
change of ad-  
dress

Notify it of any  
fact which  
might change  
your classifica-  
tion

Failure to notify  
the Board of these  
facts within five  
days of the hap-  
pening thereof is  
an Act punishable  
by fine and impris-  
onment.

REGISTRANT—SIGN HERE

321137  
SELECTIVE SERVICE

OFFICIAL BUSINESS

Penalty for Private Use to Avoid  
Payment of Postage, \$300

L.B. No. 3

Mundt C. ne: Knott, R.D.

FEB 26 1941 RECEIVED

Conemaugh, (CAMBRIA CO.)  
(SIXTH DISTRICT BOARD)  
PENNSYLVANIA

77 83  
TWIN ROCKS  
FEB 26  
P.M.  
1941  
PA.

Mr. J. Edgar Hoover

Federal Bureau of Investigation

Washington, D.C.

U.S. DEPT. OF JUSTICE  
RECEIVED  
FEB 27 8 39 PM  
PERSONNEL FILE

March 13, 1941

PERSONAL AND CONFIDENTIAL

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Mr. Edwards:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Marine Hospital, Quantico, Virginia, on February 19, 1941.

This report reflects the following physical defects:

20% flatfoot - not disqualifying.

The Board of Examining Physicians makes the following recommendations:

Vaccination for smallpox.  
Inoculation for typhoid.

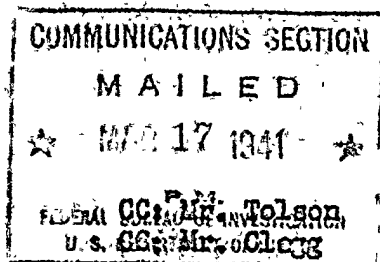
It reports that you are capable of performing strenuous physical exertion, and have no physical defects that would interfere with your participation in raids or other work involving the practical use of firearms.

For your information, it was determined during this examination that your blood is International Type "A".

Sincerely yours,

*E. Hoover*

John Edgar Hoover  
Director



NAME - H. Lynn Edwards  
BIRTH DATE - 5/14/15  
MARITAL STATUS - Single  
LEGAL RESIDENCE - Nanty Glo, Pennsylvania  
TITLE - Special Agent  
EDUCATION - A.B., LL.B.  
PREVIOUS VALUABLE EXPERIENCE - Lawyer, statistical clerk  
OFFICES OF PREFERENCE - Buffalo, New Orleans, Los Angeles

Edwards is twenty-five years of age, single, and a native of Nanty Glo, Pennsylvania. He has an A.B. and LL.B. degree from Dickenson College in Pennsylvania and the Dickenson Law School. Prior to his entry on duty, he was employed in a legal capacity for 1½ years by the Pennsylvania Labor Relations Board.

The reports are that Edwards has made among the most intelligent recitations of any member of his class, indicating that he is well prepared and can analyze problems and think on his feet. However, he is quiet and does not have a too impressive personality. It is believed, however, that he will develop into better than an average agent in the field.

Mr. Kuhnol states that this agent presents a good personal appearance, although he seems slightly youthful. He has a good personality and creates quite a favorable impression during an interview. He has an excellent intellect, appears to be enthusiastic, loyal and dependable. His attitude toward the course of instruction is very good. He should develop rapidly through his ability to follow instruction. It is believed that he will require a minimum of supervision and be able to exercise good judgment and prove to be resourceful in the field.

A metropolitan assignment in the middle west or south is recommended.

Mr. Tolson \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Foxworth \_\_\_\_\_  
Mr. Nathan \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Egan \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

*Check file*



JCB

March 15, 1941

Special Agent in Charge  
Miami, Florida

Dear Sir:

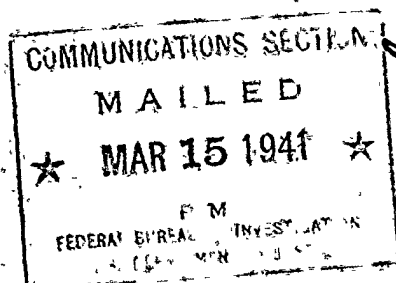
This is to advise you that Special Agent H. Lynn Edwards, who entered on duty February 10, 1941, in Grade Caf-9, at a salary of \$3,200 per annum, has been directed to report to you for assignment. The training school terminates on April 5, 1941, on which date he will proceed to your division. You should advise the date of his arrival.

You are instructed to continue the training of the Agent so that he may receive experience in all branches of the work of the Bureau. In submitting special efficiency reports, in accordance with the provisions of the Manual of Rules and Regulations, you should include statements as to the kinds of cases on which the employee has been engaged, his ability or lack thereof in any certain phase of the work, and particularly his ability to perform more involved investigations, such as bankruptcy. It is further desired that you give your personal attention to the development of this employee along administrative and executive lines and that any pertinent information indicating possibilities for assignment to such work be reported to the Washington headquarters of the Bureau from time to time.

Very truly yours, 7-17/11/41

E. Hoover

John Edgar Hoover  
Director



Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Foxworth \_\_\_\_\_  
Mr. Nathan \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.  
March 5, 1941

*EEK-242*

MEMORANDUM FOR MR. NATHAN

Re: H. Lynn Edwards  
New Agents Class #28  
E.O.D. 2/10/41

I hereby certify that the above-named Special Agent is qualified in the use of all Bureau firearms and that he has made qualifying scores in each required firearms course.

Respectfully,

*W H Ensey*

NOT RECORDED

PHYSICAL EXAM.

H. LYNN EDWARDS

APR 21 1941

RECORDED

67-17084-29

ated... Records

searched... 4

numbered... 5

MAY 19 1941

FEDERAL BUREAU

DET. CLERK  
PHE

## LABORATORY EXAMINATION

DATE

3/4/41

U. S. NAVAL HOSPITAL

U. S. GOVERNMENT PRINTING OFFICE 4-5379

Name

Edwards H. L.

Ward

Rate

Diagnosis

SPECIMEN SUBMITTED (underline):

Urine—Blood—Gastric contents—

Feces—Sputum—Pus—Special

Exact information desired

Amount, 24 hr. Submitted.....  
Appearance.....  
Reaction.....  
Albumin..... Sp. gr. 1.025.....  
Sugar.....  
Special.....

Acts.....  
" Rindroids.....  
Mucus.....  
Leucocytes.....  
Erythrocytes.....  
Epithelium.....  
Crystals.....

Record office  
..... (M. C.), U. S. N.

(Separate slip for each specimen)

..... (M. C.), U. S. N.

(Special forms may be stamped on front and back)



Urine Specimen 3/7/41 (Third day)

H. Lynn Edwards

Glases No. 28

F.B. D. Academy

Submitted .....  
Reaction ..... Sp. gr. 1.020  
Albumin .....  
Sugar .....  
Special .....  
Casts .....  
Glycoids .....  
Mucus .....  
Leucocytes .....  
Epithelial cells .....  
Crystals .....

RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS OF THE  
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

Quantico, Va.

Place

February 18 1941

HISTORY

Name H. Lynn Edwards Age 25 years, 9 months  
Nativity (state) Pennsylvania Married, Single, Widowed: Single Number of Children —

Diseases, operations, or injuries previous to age of 15 (Give date and full description of each and examine carefully for evidence of sequelae.)

Appendectomy - 1925 ; Diphtheria - 1920 ; Chicken Pox - 1917

Diseases, operations, or injuries subsequent to age 15 (Give date and full description of each and examine carefully for evidence of sequelae.)

Recurring tonsilitis - annually - not sufficient to cause loss of work

(Living? Yes State of Health Good

Father . . . . .

(Dead? \_\_\_\_\_ Cause & age at death? \_\_\_\_\_

(Living? \_\_\_\_\_ State of Health \_\_\_\_\_

Mother . . . . .

(Dead? Yes Cause & age at death? Auto accident - 53 yrs

(Number living 2 State of Health Good

Brothers . . . . .

(Number dead \_\_\_\_\_ Cause & age at death? \_\_\_\_\_

(Number living 2 State of Health Good

Sisters . . . . .

(Number dead \_\_\_\_\_ Cause & age at death? \_\_\_\_\_

Has any member of family suffered from neurasthenia or insanity or been confined in any institution for the insane? Give relationship and full history of case.

No

Has any blood relative been an inmate of a penal institution or poorhouse? Give relationship and state reasons.

No

Habits: Tobacco? Yes Alcoholics? Yes - very moderate Drugs? No

H. Lynn Edwards  
Signature of Candidate.

PHYSICAL EXAMINATION

Eyes: Color? Blue Exophthalmos? No

Chronic inflammation? No Other abnormality? No

Eyelids: Ptosis? No Condition of conjunctiva on eversion? Normal

Other eye conditions? No

Vision: (Note: Each eye must be tested separately.)

Does candidate wear glasses? No For what purpose? —

Distant: Uncorrected vision of right eye? 20/20 Left eye? 20/20

Corrected vision of right eye? — Left eye? —

Near: Uncorrected vision of right eye? 11/13" Left eye? 11/13"

Corrected vision of right eye? — Left eye? —

Remarks: —

Color sense: None - Stillings 1929  
(Standard color plate test required)

Ears: Abnormalities? No Evidence of mastoid or other disease? No

Condition of drums? Right Normal Left Normal

Hearing: (Note: When testing hearing, the eyes and the opposite ear must be closed.)

Distance conversational speech can be heard:

Right ear 30 feet. Left ear 30 feet.

Distance whispered speech (Using residual air) can be heard:

Right ear 15 feet. Left ear 15 feet.

(Note: Use tuning fork tests, Rinne, Weber & Schwabach, if indicated.)

Right ear — Left ear —

Nose: Deflection of septum to rt - moderate Polypi? No

Chronic nasal disease? No Is candidate a mouth breather? No

Palate: Cleft or perforated? No Other conditions? No

Fauces: Condition of tonsils? Normal Pharynx? Normal

J. H. Atch  
Signature of Examining Specialist.



Height? 5 feet, 8 <sup>3</sup>/<sub>4</sub> inches. Weight, stripped? 159 Pounds.

(Robust? moderately no) (White? yes)  
(Puny? no) (Colored? no)  
(Plethoric? no) (Blonde? no)  
General appearance: (Complexion: (Brunette? yes)  
(Anaemic? no) (Florid? no)  
(Corpulent? no) (Sallow? no)  
(Emaciated? no)

Skin: Diseases? none

Hair: Color: Red Brown Thickness Normal

Glands: Enlargement: none Other abnormalities none

Head, Depressions? none Asymmetries? none

Facial disfigurement? none Facial asymmetry? none

Abnormalities of speech? none

Neck: Goitre? none Other conditions? none

Chest: Inspiration 37 1/2 inches. Expiration 34 1/2 inches. Respiratory rate? Normal

Inspection: none

Lungs: Palpation: none

Percussion: none

Auscultation: none

X-ray examination: none

Heart: Palpation: none

Percussion: none

Auscultation: none

Exercise Test: Step upon chair 25 times in 30 seconds. Pulse rate should return to normal after two minutes.

Pulse rate: Sitting 84 After exercise 120

Condition of heart after exercise: normal

Blood pressure, Systolic? 120 Diastolic? 70 Pulse pressure 50

Abdomen:

Circumference at umbilicus? 32 Tenderness? None  
Other abnormalities? Appendectomy Scar  
Liver, percussion? neg Palpation? neg  
Spleen, percussion? neg Palpation? neg  
Inguinal rings? Normal Hernia? neg.

Scrotum:

Varicocele? No Hydrocele? No Sarcocèle No

Testicles:

Induration? No Atrophy? No  
Other conditions? No

Penis:

Epispadias? No Hypospadias? No  
Condition of prepuce? No Venereal diseases? No

Anus:

Hemorrhoids? No Fistulae? No  
Prolapse of bowel? No Other conditions No

Spine:

Tenderness? No Curvature? No

Reflexes:

Pupillary: Normal Cremasteric: Normal  
Patellar: Normal Babinski: neg Ankleclonus: Normal

Upper Extremity:

Missing fingers? None Contractures of hand? No  
Condition of joints? No Other conditions? No

Lower Extremity:

Flat foot? No Pes Planus Bowed legs? No  
Knock-knees? No Varicose Veins? No

Hammer toes? W Bunions? W  
Other abnormalities? W

Agility:

Co-ordination of muscular movements? W Romberg? W

Defects of gait? W

Mental Condition? W  
(Note: If indicated refer to specialist)

Temperature? 98.6

Has this person been successfully vaccinated within 5 years? W

Has this person had prophylactic typhoid inoculation? W Date last taken \_\_\_\_\_

Urine: Color? Cloudy Amber Sp. Gr.? 1.021 Albumin? + Sugar? W

Reaction? Acid Shreds? W Blood cells? Occas. R & W B.C.

Pus cells? occas Casts? yes Epitheleal cells? occas

Blood: Red corpuscles per C.mm 4,500,000 White corpuscles per C.mm 8,000

Differential count Neutr 58 Lymph 33 Mono 9

Blood type "A"

Blood serologic tests (syphilis): Rahn: W Haemoglobin per cent: 90

Has candidate any of the following defects, viz: Cachexia, or apparent predisposition to any constitutional diseases, permanent defects of either of the extremities or articulations, including defects of gait, flat foot, badly bowed legs, knock-knees, unnatural curvature of the spine, impaired vision, color-blindness, chronic diseases of the visual organs, epilepsy, insanity, chronic diseases of the ears, deafness, chronic nasal disease, polypi, chronic ulcers or cicatrices of old ulcers likely to break out afresh, chronic cardiac pulmonary or renal affections, insufficient chest expansion, hernia, sarcocèle, hydrocele, varicocele (unless slight), fistula in ano, hemorrhoids, varicose veins on lower limbs (unless slight) stature less than 5 feet 4 inches, or more than 6 feet 2 inches, or any marked abnormality of speech or facial disfigurement?

Report of any special examination:

# DENTAL EXAMINATION OF \_\_\_\_\_

## MUCOUS MEMBRANE

<input checked="" type="checkbox"/>	Normal
<input type="checkbox"/>	Inflamed
<input type="checkbox"/>	Swollen
<input type="checkbox"/>	Ulcerated
<input type="checkbox"/>	Septic

## TONGUE

<input type="checkbox"/>	Coating
<input type="checkbox"/>	Cryptic
<input type="checkbox"/>	Ulcerated
<input type="checkbox"/>	Enlarged

## GENERAL ORAL CONDITION

### SALIVA

<input checked="" type="checkbox"/>	Normal
<input type="checkbox"/>	Excessive
<input type="checkbox"/>	Acidity
<input type="checkbox"/>	Thick or ropy
<input type="checkbox"/>	Odor

Glands \_\_\_\_\_

Sinus \_\_\_\_\_

Throat \_\_\_\_\_

### OCCUSION

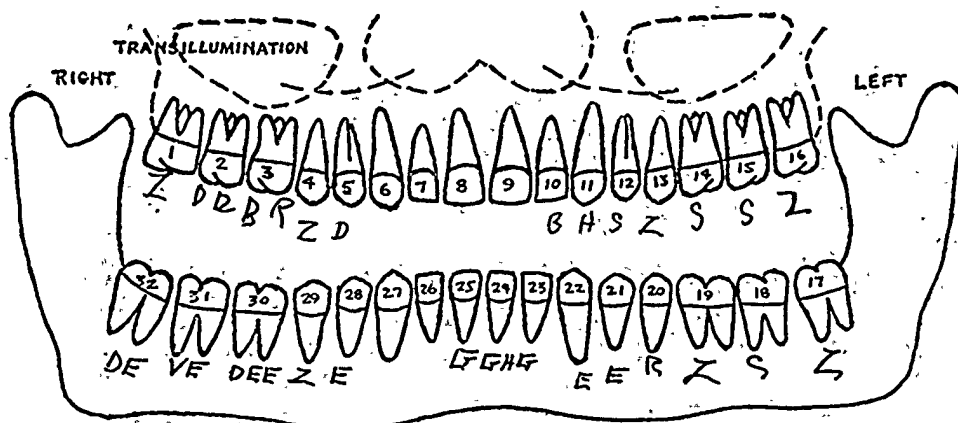
<input checked="" type="checkbox"/>	Normal
<input type="checkbox"/>	Class I
<input type="checkbox"/>	Class II
<input type="checkbox"/>	Class III

### ARCH

<input type="checkbox"/>	Square
<input checked="" type="checkbox"/>	Tapering
<input type="checkbox"/>	Ovoid

## DENTAL DIAGNOSIS

- A. Labial
- B. Lingual
- C. Incisal
- D. Occlusal
- E. Buccal
- G. Mesial
- H. Distal
- K. Mesio-labial
- L. Disto-labial
- M. Mesio-lingual
- N. Disto-lingual
- O. Mesio-incisal
- P. Disto-incisal
- R. Mesio-occlusal
- S. Disto-occlusal
- T. Bucco-occlusal
- U. Lingual-occlusal
- V. Mesio-disto-occlusal
- W. Bucco-lingual-occlusal



☒ Roots  
 ☐ Abscess  
 ☐ Impacted  
 ☐ Crown  
 ☐ Devitalized  
 ☐ Dummy bridge  
 ☐ On denture  
 ☐ Missing  
 ☒ Extraction indicated

X-ray No. \_\_\_\_\_ X-ray reading \_\_\_\_\_

Gingival disease (indicate nature and extent) \_\_\_\_\_

Conditions of appliances replacing teeth \_\_\_\_\_

Remarks: \_\_\_\_\_

In case a dentist is not available to make the dental examination, the medical examiner shall record missing teeth, prosthetic replacements, and give a general estimate of oral condition.

Date 17. Feb. 41 (Signature) E. H. [Signature]  
Dental Surgeon

### Summary of Findings

(Summarize here all defects found.)

1. No 70 lbs (Pounds) - Not disqualifying
2. by medical exam
3. 3 separate urine tests disclose 1+
4. albumen with casts suggesting
5. nephritic involvement

Recommendations: Recheck suggestive of  
albuminuria

1. Is this man capable of strenuous \_\_\_\_\_ moderate \_\_\_\_\_ light \_\_\_\_\_  
or very light \_\_\_\_\_ physical exertion. (Indicate which).
2. Has this man any defect which would interfere with his participation  
in raids or other work connected with the detection and apprehension  
of criminals which might entail the practical use of firearms?  
(Indicate YES or NO) Yes NO

Remarks:

H. G. Mink

Administrative action by Federal Bureau of Investigation.

DIRECTOR

Agent in Charge

Trans to Mr. Tolson  
3-17-41  
3-18-41  
J. Edgar Hoover  
CHIEF, CLERK  
P.

JOHN EDGAR HOOVER  
DIRECTOR

JBP:MEH

**Federal Bureau of Investigation**  
**United States Department of Justice**  
**Washington, D. C.**

March 17, 1941

MEMORANDUM FOR MR. TOLSON

RE: H. LYNN EDWARDS  
Special Agent Trainee  
Class #28  
Entered on Duty 2/10/41

Mr. Tolson.....
Mr. E. A. Tamm.....
Mr. Clegg.....
Mr. Foxworth.....
Mr. Nathan.....
Mr. Ladd.....
Mr. Glavin.....
Mr. Nichols.....
Mr. Hendon.....
Mr. Rosen.....
Mr. Tracy.....
Miss Gandy.....

The report of the physical examination afforded the above named employee at Quantico, Virginia, on February 18, 1941, reflects the following physical defects:

20% pes planus - not disqualifying.  
Three separate urine tests disclose one plus albumin with casts suggesting a nephritic condition.

The Board of Examining Physicians recommended a recheck and stated that this man had defects which would interfere with his participation in raids or other work connected with the detection and apprehension of criminals.

In view of the above, additional rechecks were made by the laboratory officials at the Marine Corps Hospital at Quantico, Virginia, on March 4, March 6, and March 7, 1941, and the results of those further examinations reflected negative tests for albumin. The report of the physical examination afforded this Agent was then amended by the examining physicians to indicate that this Agent has no physical defects which would interfere with his participation in raids or other work connected with the detection and apprehension of criminals which might entail the practical use of firearms.

In view of the above, no further action is being taken in this matter and there is attached hereto a letter directed to this Agent advising him as to the results of the physical examination afforded him.

Respectfully,

*J. B. Poster*  
J. B. Poster

67-171084-31

MAR 19 1941

FEDERAL BUREAU OF INVESTIGATION

Attachment

TOLSON

CHIEF CLERK

55 APR 26 1963

March 18, 1941

PERSONAL AND CONFIDENTIAL

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Mr. Edwards:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Marine Hospital, Quantico, Virginia, on February 18, 1941.

This report reflects the following physical defects:

20% flatfoot - not disqualifying.

The Board of Examining Physicians makes the following recommendations:

Vaccination for smallpox.  
Inoculation for typhoid.

It reports that you are capable of performing strenuous physical exertion, and have no physical defects that would interfere with your participation in raids or other work involving the practical use of firearms.

For your information, it was determined during this examination that your blood is International Type "A".

Sincerely yours,

*J. E. Hoover*

John Edgar Hoover  
Director

CC: Mr. Tolson ✓  
CC: Mr. Clegg



March 21, 1941

Mr. H. Lynn Edwards  
Carol Arms Hotel  
Washington, D. C.

Dear Mr. Edwards:

I have learned through  
Mr. Clegg of your recent marriage and  
I want to take this opportunity to  
extend through you to Mrs. Edwards  
my very best wishes and to you my  
sincere congratulations.

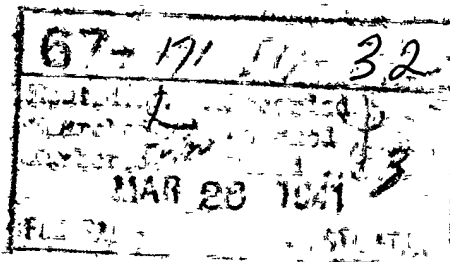
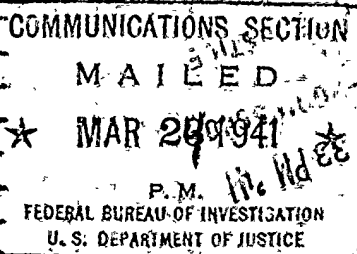
May your future together  
be filled with much happiness.

Sincerely,

J. Edgar Hoover

CC-Mr. Clegg

Mr. Tolson \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Foxworth \_\_\_\_\_  
Mr. Nathan \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Egan \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Miss Gandy \_\_\_\_\_



67-171-32  
MAR 28 1941

94

MEMORANDUM

To: Mr. Clegg

CCO  
wrg

From: H. Lynn Edwards  
Class No. 28

Subject: Change in Personal Status

The writer desires to report  
a change in status from

(1) SINGLE to MARRIED

March 15, 1941

St. Matthews Cathedral, Washington, D.C.

(2) Maiden name of wife:

Constance Ann Murtha

File & cards  
noted  
wrg  
3/19/41

Respectfully submitted,

H. Lynn Edwards

Carol Ann

MAR 28 1941

67-171084-33	
Routed	rded
Serial	SC
Number	43
MAR 26 1941	
FEDERAL BUREAU OF INVESTIGATION	STIC

Let's cong  
3-21-41

See memo

CHIEF CLERK  
fio

MEMORANDUM

March 30, 1941

TO: Mr. H. H. Clegg

From: H. Lynn Edwards, Class No. 28

Subject: Notice of Change in Selective Service Classification

The writer wishes hereby to inform you that his Local Board (L.B. No. 3, Mundy's Corner School, R.D., Conemaugh, Cambria County, Pennsylvania) pursuant to request of the Federal Bureau of Investigation, has changed his Selective Service classification from Class 1-A to Class 2 until August 25, 1941.

Respectfully submitted,

*H. Lynn Edwards*

APR 3 1941

67-171084-34

Routed..	orded
Searched	
Number	
APR 1 1941	
FEDERAL BUREAU OF INVESTIGATION	

CHIEF CLERK

*noted  
JMR*

ICL

March 24, 1941

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
U. S. Department of Justice  
Washington, D. C.

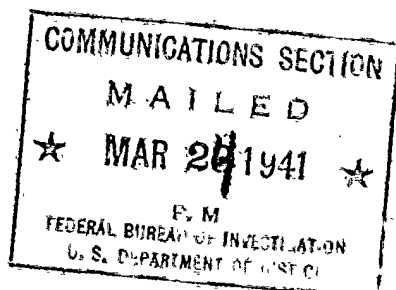
Dear Mr. Edwards:

This will acknowledge the receipt of your contribution of \$5.00 to the fund to be paid to the designated beneficiary of any participating Special Agent of the Bureau who dies, from any cause, while employed as a Special Agent.

Sincerely yours,

*J. E. Hoover*

John Edgar Hoover  
Director



Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who has contributed to this fund and who dies from any cause, while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of five dollars (\$5), made payable to the Chief Clerk of said Bureau, to be included in said fund. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping, and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$5,000.

The following person is hereby designated as my beneficiary:

Name MR. Fred Edwards Address 1071 Second St.  
Nanty Glo, Pa.  
Relationship Father

Very truly yours,

H. Lynn Edwards  
Special Agent

CD/ JH 3/24/41  
JES

R

FXP

171074-35 April 8, 1941

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
U. S. Department of Justice  
1300 Biscayne Building  
Miami, Florida

Dear Mr. Edwards:

Reference is made to your memorandum to Mr. H. H. Clegg concerning a change of your beneficiary in the Agents' Insurance Fund.

You are advised that all that is necessary to change your beneficiary in this Fund is to notify the Bureau, giving the name, address, and relationship of your new beneficiary.

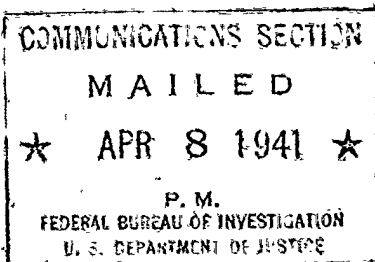
There are enclosed herewith forms for changing your beneficiary under the Civil Service Retirement Act, if you should so desire. These should be filled out and returned to the Bureau.

Sincerely yours,

John Edgar Hoover  
Director

Enclosures

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Foxworth \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Miss Gandy \_\_\_\_\_



MEMORANDUM

TO: Mr. H. H. Clegg

FROM: H. Lynn Edwards, Class No. 28

SUBJECT: Change of beneficiary on Bureau Insurance Policy

The writer respectfully requests that a form be sent to him appropriate for changing the beneficiary on the insurance policy which was recently issued to him by the Federal Bureau of Investigation.

Respectfully submitted,

*H. Lynn Edwards*

APR 16 1941

*4/9/41  
He has been adv. to notify Bmr.  
on a new benef. Form for ant  
ser. Act act out 4/9/41  
Blair*

67-141084-35	
Routed.....	Recorded.....
Searched.....	Checked.....
Indexed.....	Filed.....
APR 11 1941	
FEDERAL BUREAU OF INVESTIGATION	

*4-5/41*

*Has gone to file  
HAC*

*CHIEF CLERK  
WOS*

*FILES SECTION*



**Federal Bureau of Investigation**  
**United States Department of Justice**

Miami, Florida  
June 24, 1941

~~PERSONAL AND CONFIDENTIAL~~

Director  
Federal Bureau of Investigation  
Washington, D. C.

EOD 2-10-41

Dear Sir:

Re: H. LYNN EDWARDS, Special Agent  
Special Efficiency Report

The above captioned Agent entered on duty at the Bureau February 10, 1941, and reported to this office for assignment April 8, 1941. He has had a variety of experience along various investigative lines since he has been in this office, and has shown remarkable improvement. He makes a good appearance, meets people well, and seems to be able to hold his own in any type of crowd and with any type of individual. He is possessed of good judgment.

Special Agent EDWARDS is inclined to be self-conscious. He blushes rather readily, and he should work to overcome this, inasmuch as it is undoubtedly due to habit. He has no difficulty in expressing himself. He writes good reports and his work needs no more than average supervision. It is believed that if this Agent develops poise and a little more aggressiveness, he will become a better than average Special Agent. He handles firearms with average ability and is recommended for dangerous assignments.

At the present time he is handling the duties of Resident Agent at Tampa, Florida, in a commendable manner, and will probably be recommended for permanent assignment at that point if the Bureau authorizes the designation of an additional Resident Agent.

Very truly yours,

RGD:jcl  
67-1280

I have read this report:

H. L. E.

54 JUL 7 1941  
R. L. DANNER  
Special Agent in Charge  
67-171084-36  
JUN 25 1941  
CLERK  
45



AB:IG  
1-30-16-94

June 24, 1941

Special Agent in Charge  
Miami, Florida

Re: Photographic Training

Dear Sir:

Reference is made to the photographs exposed by the Agents listed below in connection with training in the use of the camera noted below, which you recently submitted.

The grade obtained by each Agent is noted opposite his name.

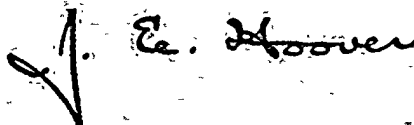
Speed Graphic

H. L. Edwards - Experimental

It is requested that you relay the photographs and grade obtained by any Agent listed above who may be assigned to another Field Division.

The developed negatives together with prints from the same and the camera training forms which you submitted on which have been noted appropriate comments are being transmitted under separate cover.

Very truly yours,

 J. E. Hoover

John Edgar Hoover  
Director

FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

MEMORANDUM FOR MR. TOLSON

TRAINING SCHOOL FOR NEW SPECIAL AGENTS - EFFICIENCY REPORT

Re: H. LYNN EDWARDS

Date Submitted 4/8/41

Mr. Tolson.....TD-  
Mr. E. A. Tamm.....  
Mr. Clegg.....  
Mr. Foxworth.....  
Mr. Glavin.....  
Mr. Ladd.....  
Mr. Nichols.....  
Mr. Rosen.....  
Mr. Carson.....  
Mr. Quinn Tamm.....  
Mr. Hendon.....  
Mr. Tracy.....  
Miss Gandy.....

Date of Training School 2-10-41 -- 4/5/41 Age May 14, 1915  
Legal Residence Nanty Glo, Pa. Marital Status Single  
Offices of Preference Buffalo; New Orleans; Los Angeles Assigned to Miami  
Education: A.B.; LL.B.

Previous Experience: Lawyer; statistical clerk.

Training School Grades

Examination, Rules & Regulations	94	Auditory Test	G-
Examination, Manual of Instructions	95	Visual Memory Test	G-
Examination, National Defense	97	Auto Driving	S
NMVT Special Interview Test	G	Laboratory Examination	97
Searches at Crime Scene	G	Moot Court	G
		Uniform Crime Reporting	100
		Fingerprint Ident.	97

Firearms Training

Hip Shooting:	92
Practical Pistol Course:	63
Shotgun:	100
.30'06 Rifle:	70
.351 Rifle:	81
Machine Gun:	80
Night Firing:	80

67-171084 NOT RECORDED  
Routed. 23 recorded  
Searched. 23 indexed  
Numbered. 23 filed  
APR 22 1941  
FEDERAL BUREAU OF INVESTIGATION

There is attached a copy of Mr. Kuhnel's comments concerning this agent.

Very truly yours,

H. H. Clegg

Edwards is twenty-five years of age, single, and a native of Nanty Glo, Pennsylvania. He has an A.B. and LL.B. degree from Dickenson College in Pennsylvania and the Dickenson Law School. Prior to his entry on duty, he was employed in a legal capacity for 1 1/2 years by the Pennsylvania Labor Relations Board.

The reports are that Edwards has made among the most intelligent recitations of any member of his class, indicating that he is well prepared and can analyze problems and think on his feet. However, he is quiet and does not have a too impressive personality. It is believed, however, that he will develop into better than an average agent in the field.

Mr. Kuhnelt states that this agent presents a good personal appearance, although he seems slightly youthful. He has a good personality and creates quite a favorable impression during an interview. He has an excellent intellect, appears to be enthusiastic, loyal and dependable. His attitude toward the course of instruction was very good. He should develop rapidly through his ability to follow instruction. It is believed that he will require a minimum of supervision and be able to exercise good judgment and prove to be resourceful in the field.

August 7, 1941

Local Board Number 3  
 Selective Service System  
 Mundy's Corner School  
 Conemaugh, Pennsylvania

67-17051-37

AUG 8 1941

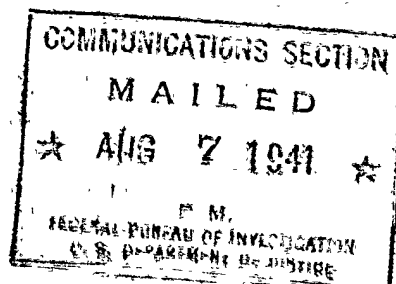
Gentlemen:

Under date of February 15, 1941, D.S.S. Form 42 was executed by me in the case of Mr. Howard Lynn Edwards who is employed in the Federal Bureau of Investigation as a Special Agent. He was granted deferment in Classification II-A by reason of his occupation.

I want you to know that Mr. Edwards is still employed by the Federal Bureau of Investigation and it has been impossible during the deferment period to effect any replacement. The work of the Federal Bureau of Investigation has increased tremendously due to matters directly affecting the national defense. As you are no doubt aware, the Federal Bureau of Investigation is charged with the responsibility of investigating all matters of a subversive nature and in this connection is cooperating to the fullest extent with the Army and Navy. I am very definitely of the opinion that Mr. Edwards is serving his country as well in his present position as he would be if inducted into the armed forces. If the Federal Bureau of Investigation is to function efficiently it is essential that trained personnel be retained in the service.

For your further information, it is necessary for this Bureau to thoroughly investigate the character and fitness of each individual being considered for appointment prior to the time that the actual appointment is made. It would be disastrous if even one individual were employed by this Bureau who was sympathetic with any cause inimical to the well being of the United States. We cannot be too careful in this regard. The induction of one experienced employee means that many applicants must be interviewed and several of those interviewed must be carefully investigated before a replacement can be found who meets the very rigid qualifications. Even after such an individual is determined to be qualified he, of course, does not have the experience and training which can only come from actual service in the Federal Bureau of Investigation.

Mr. Tolson \_\_\_\_\_  
 Mr. E. A. Tamm \_\_\_\_\_  
 Mr. Clegg \_\_\_\_\_  
 Mr. Foxworth \_\_\_\_\_  
 Mr. Glavin \_\_\_\_\_  
 Mr. Ladd \_\_\_\_\_  
 Mr. Nichols \_\_\_\_\_  
 Mr. Rosen \_\_\_\_\_  
 Mr. Carson \_\_\_\_\_  
 Mr. Drayton \_\_\_\_\_  
 Mr. Quinn Tamm \_\_\_\_\_  
 Mr. Hendon \_\_\_\_\_  
 Mr. Tracy \_\_\_\_\_  
 Mr. Egan \_\_\_\_\_



Local Board Number 3

- 2 -

August 7, 1941

Therefore, I desire to renew my original request that Mr. Edwards be granted occupational deferment and suggest he be placed in Class II-B. You may be assured that in the event there is any change in his occupational status, I will promptly advise you. Thanking you for your cooperation in this matter, I am

Sincerely yours,

John Edgar Hoover  
Director

CC: SAC Miami

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Foxworth \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Drayton \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Egan \_\_\_\_\_

JDH

July 26, 1941

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
U. S. Department of Justice  
1300 Biscayne Building  
Miami, Florida

Dear Mr. Edwards:

This is to advise you that your headquarters  
are hereby changed from Miami, Florida, to Tampa,  
Florida, effective upon your arrival there on or after  
this date.

Very truly yours,

John Edgar Hoover  
Director

CC MIAMI

67-171084
Route
Coast
Number
AUG 4 1941
FEDERAL BUREAU OF INVESTIGATION

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Foxworth \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Drayton \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

RECORDED  
INDEXED

67-885-346  
July 26, 1941

Special Agent in Charge  
Miami, Florida

Dear Sir:

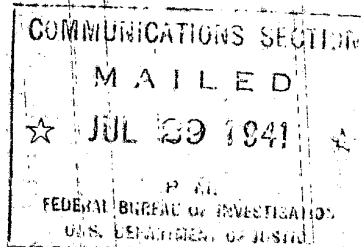
With reference to your letter of July 12, 1941, you are advised that the necessary papers have been prepared under today's date changing the headquarters of Agent H. L. Edwards from Miami to Tampa, effective upon his arrival there on or after this date.

You should advise the Bureau as to the date Special Agent Edwards arrives at his new post of duty, and furnish his residence address and telephone number there.

Very truly yours,

John Edgar Hoover  
Director

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Foxworth \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Drayton \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Miss Gandy \_\_\_\_\_



1300 Biscayne Building  
Miami, Florida

July 12, 1941

AIR MAIL - SPECIAL DELIVERY  
PERSONAL and CONFIDENTIAL

Director  
Federal Bureau of Investigation  
Washington, D. C.

Dear Sir:

I would like to recommend that Special Agent H. Lynn Edwards be designated as Resident Agent at Tampa, Florida, this to be in addition to the present Resident Agent stationed at that point, namely Special Agent L. W. Bryan.

For the benefit of the Bureau in considering this request, as of July 12, 1941 there are 112 unassigned cases pending in the Tampa district and 200 leads to be covered in that territory. In addition to this, Special Agent Bryan presently has 39 cases assigned to him for investigation at Tampa and Special Agent Edwards, who has been working in that district, has a total of 57 cases assigned to him. The Police Departments in that district at the present time have a total of 21 cases assigned to them, as well as numerous leads. There are pending for investigation in the city of Tampa alone 15 custodial detention cases. I might also point out that the above figures represent totals taken after a complete review of the files in this office covering, of course, those representing work in the Tampa territory.

While a minimum of the above unassigned cases can and are being assigned to the Police Department, the bulk of those figures represents Agent's cases.

For the information of the Bureau, the Tampa territory at present includes the following counties: Pasco, Polk, Pinellas, Manatee, Hillsborough, Highland, De Soto, Sarasota, Charlotte, and Fort Myers. Fort Myers would be the farthest point from the Tampa Resident Agent's headquarters, it being approximately 100 miles from Tampa. Fort Myers is approximately 160 miles from Miami and in order to cover leads at that point out of the office it entails usually a trip to Fort Myers with no other



Director 7-12-41

work to be covered enroute due to the fact that one must pass through the everglades which are unpopulated. It is further pointed out that the headquarters for the United States Attorney, Southern District, is located at Tampa, Florida. There is a large ship building concern in Tampa presently engaged in building ships for the United States government.

Tampa has long been the recognized center of Communist activities in the South, which is particularly true at the present time. It has always been the center of smuggling activities and due to the fact that Tampa has the largest Latin population of any city in the United States, it is reported that a number of Falangists are infiltrating into that city from Cuba and other Caribbean countries.

Special Agent Bryan has been engaged on an exclusive assignment with Immigration and Naturalization since May 23, 1941 which has kept him out of the Tampa district since that date. Special Agent Edwards has spent a total of 42 days as of July 12 in Tampa since May 1, 1941. I have carefully observed his work and believe he is capable of handling the duties of Resident Agent and if the Bureau approves of this suggestion, Special Agent Edwards will probably be assigned work out of Tampa, while Special Agent Bryan will handle investigations in Tampa and in Pinellas County, where St. Petersburg and Clearwater are located. There is a sufficient amount of work to keep two Agents very busy, particularly in view of the fact that subversive activities are rampant in Tampa and this office has very little reliable information concerning the ring leaders and other individuals engaged in such activities.

I would appreciate if the Bureau would advise as quickly as possible whether the above transfer can be effected. I am sure that it will represent a considerable saving to the Bureau in the matter of per diem and travel of Agents out of the office to this territory.

Very truly yours,

R. G. DANNEX  
Special Agent in Charge

RGD:blh

JOHN EDGAR HOOVER  
DIRECTOR

**Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.**

Director  
Federal Bureau of Investigation  
U. S. Department of Justice  
Washington, D. C.

Dear Sir:

This is to advise you that I have not at any time advocated the overthrow of the Government of the United States by force or by violence.

I am not now, nor have I been a member of any organization that advocates the overthrow of the Government of the United States by force or by violence.

Very truly yours,

*H. Lynn Edwards*

Subscribed and duly sworn to before me by the above-named person, this 11th day of April, 19 41,  
at city of Miami, county of Dade,  
and State (or Territory or District) of Florida

*W. C. McCall*

Notary Public, State of Florida at Large,  
My Commission Expires Aug. 8, 1944.

MEMORANDUM FOR THE DIRECTOR

Re: // H. L. EDWARDS //  
Special Agent.

Edwards is twenty-six years of age, married, and has been in the service since February 10, 1941. He reported to Miami, his first office, April 8th, and since then has been given experience in general types of investigations. He appears to be intelligent, creates a good impression, and appears to be level-headed and a good, steady person. He appears to be perfectly happy and well satisfied with his assignments, and there is every indication that he is making entirely satisfactory progress for a new Agent. He does not appear to present any problem.

Respectfully submitted,

B. E. SACKETT

B. E. Sackett  
Inspection Report  
Miami Field Office  
July 2, 1941.

rb

July 10, 1941

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
United States Department of Justice  
1300 Biscayne Building  
Miami, Florida

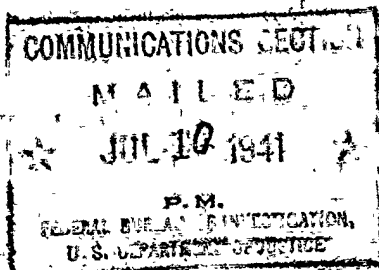
Dear Mr. Edwards:

This will acknowledge the receipt of your contribution of \$5.00 to the fund to be paid to the designated beneficiary of any participating Special Agent of the Bureau who dies, from any cause, while employed as a Special Agent.

Sincerely yours,

*J. E. Hoover*

John Edgar Hoover  
Director



Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

April 30, 1941

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who has contributed to this fund subsequent to April 15, 1941, and who dies from any cause, while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of five dollars, (\$5), made payable to the Chief Clerk of said Bureau, to be included in said fund. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping, and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$5,000.

The following person is hereby designated as my beneficiary:

Name (Mrs.) Constance M. Edwards \* Address c/o H. Lynn Edwards, F.B.I.  
Department of Justice  
Washington, D.C.  
Relationship Wife

Very truly yours,

\* Maiden name:

Constance Ann Murtha

H. Lynn Edwards  
Special Agent

✓  
Miami

AB:II  
1-30-16

PERSONNEL FILES

~~1-30-16~~

1-30-16

Special Agent in Charge  
Miami, Florida

Re: Photographic Training

Dear Sir;

Reference is made to the photographs exposed by the Agents listed below in connection with training in the use of the camera noted below, which you recently submitted.

The grade obtained by each Agent is noted opposite his name.

Speed Graphic

L. D. Bryan	- Average	E. J. Nick	- Above Average
S. C. Bird	- Average	H. L. Edwards	- Average
B. L. Brown	- Average	M. G. DeH.	- Below Average
G. F. Lindsey	- Below Average	J. H. Stabler, Jr.	- Average

It is requested that you relay the photographs and grade obtained by any Agent listed above who may be assigned to another Field Division.

The developed negatives together with prints from the same and the camera training forms which you submitted on which have been noted appropriate comments are being transmitted under separate cover.

Very truly yours,

*E. Hoover*

John Edgar Hoover  
Director

61-171684-38

August 18, 1941

RECORDED

Miss Ruth Hunt  
 Chief Clerk  
 Local Board Number 3  
 Mundy's Corner School  
 R. F. D. Number 1  
 Conemaugh, Pennsylvania

Dear Miss Hunt:

I am in receipt of your communication of August 11, 1941, wherein you advise that Mr. Howard Lynn Edwards has been classified in Class III-A because of dependency.

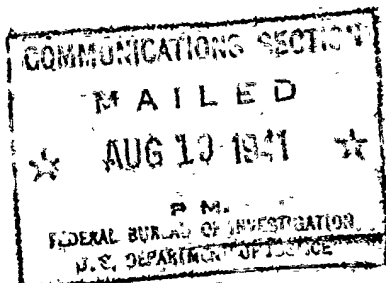
I desire at this time to express my appreciation for your courtesy in advising me of the action of your Board in this matter and I want to assure you that in the event there is any change in his occupational status I will promptly advise you.

Sincerely yours,

J. Edgar Hoover

John Edgar Hoover  
 Director

Mr. Tolson \_\_\_\_\_  
 Mr. E. A. Tamm \_\_\_\_\_  
 Mr. Clegg \_\_\_\_\_  
 Mr. Foxworth \_\_\_\_\_  
 Mr. Glavin \_\_\_\_\_  
 Mr. Ladd \_\_\_\_\_  
 Mr. Nichols \_\_\_\_\_  
 Mr. Rosen \_\_\_\_\_  
 Mr. Carson \_\_\_\_\_  
 Mr. Drayton \_\_\_\_\_  
 Mr. Quinn Tamm \_\_\_\_\_  
 Mr. Hendon \_\_\_\_\_  
 Mr. Tracy \_\_\_\_\_  
 Miss Gandy \_\_\_\_\_



# SELECTIVE SERVICE SYSTEM

LOCAL BOARD NO. 3

CAMBRIA COUNTY

Mundys Corner School

R. F. D. No. 1

CONEMAUGH, PENNA.

(STAMP OF LOCAL BOARD)

82

021

008

August 11, 1941

Federal Bureau of Investigation  
U. S. Dept. of Justice  
% J. Edgar Hoover  
Washington, D. C.

Dear Sir:

In response to your communication of August 7, 1941, regarding a new deferment for Mr. Howard Lynn Edwards, we wish to notify you that on April 9, 1941 Mr. Edwards received a Class 3 because of his marriage on March 15, 1941. Because of the above classification, it will not be necessary for Mr. Edwards to be classified in 2-B. Regulations require that a registrant receive the lowest classification applicable.

Yours truly,  
FOR THE BOARD MEMBERS

*Ruth Hunt*  
Chief Clerk

RH:FML

RECORDED  
1032141

67-171084-38	
Routed...	led...
Searched...	ed...
Numbered 1098	24
AUG 13 1941	
FEDERAL BUREAU OF INVESTIGATION	

*Recd*  
*8/18/41*  
*RH*

*THREE*  
*1170*



Federal Bureau of Investigation  
United States Department of Justice

1300 Biscayne Building  
Miami, Florida  
September 19, 1941

Director  
Federal Bureau of Investigation  
Washington, D. C.

Dear Sir:

B  
Re: Special Agent H. LYNN EDWARDS  
ACCOUNTING COURSE

Special Agent H. LYNN EDWARDS of this office has indicated his desire to start the Bureau Accounting Course for Special Agents and desires that the lessons be forwarded to him.

Very truly yours,

*R. G. Danner*

R. G. DANNER <sup>lms</sup>  
Special Agent in Charge

HLE:jcl  
66-493

*Ans & lessons sent  
10-3-41  
g/mx*

*37 OCT 6 1941*

67-171084-39	
Routed.....	Indexed.....
Searched <i>650</i>	Filed <i>13</i>
Numbered.....	LP 23 1941
FEDERAL BUREAU OF INVESTIGATION	

*g/mx*

WAG

67-171074-40

October 1, 1941

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
U. S. Department of Justice  
1300 Biscayne Building  
Miami, Florida

Dear Mr. Edwards:

I am in receipt of your personal communication of September 24, 1941, wherein you advise that your wife expects to be confined during the first week in February, of 1942.

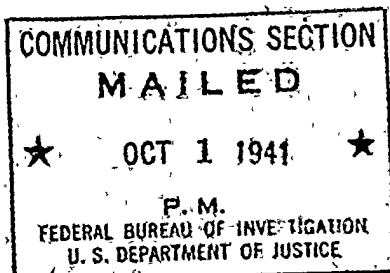
You are advised that there is no transfer contemplated for you at this time, and you will remain assigned to the Miami Field Division unless some emergent matters arise which would necessitate your presence elsewhere.

Sincerely yours,

John Edgar Hoover  
Director

CC-Miami

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Foxworth \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Drayton \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Miss Gandy \_\_\_\_\_



Mr. Tolson	✓
Mr. E. A. Tamm	✓
Mr. Clegg	✓
Mr. Glavin	✓
Mr. Ladd	✓
Mr. Nichols	
Mr. Tracy	
Mr. Rosen	
Mr. Carson	
Mr. Coffey	
Mr. Hendon	
Mr. Holloman	
Mr. Quinn Tamm	
Mr. Nease	
Miss Gandy	

1300 Biscayne Building  
Miami, Florida  
September 24, 1941

The Director  
Federal Bureau of Investigation  
Department of Justice  
Washington, D. C.

PERSONAL

*adly*

Dear Sir:

My wife, according to her physician's computations, will have a baby during or about the first week in February, 1942. Consequently, I shall be deeply grateful if any contemplated transfer of me from this Field Division could be held in abeyance until a reasonable time after that event. I sincerely hope this request is not repugnant to any Bureau policy.

Respectfully yours,

*H. Lynn Edwards*  
H. Lynn Edwards  
Special Agent

*wa 20 9/20*

*Letter prepared 10-1-41*

67-171084-40

Routed	✓	Recorded	✓
Searched	✓	Checked	✓
OCT 4 1941			
INVESTIGATION			

*TOLSON*  
*THREE*

JBT:FW

67-171084-41

October 31, 1941

PERSONAL AND CONFIDENTIAL

Mr. R. G. Danner  
Federal Bureau of Investigation  
United States Department of Justice  
1300 Biscayne Building  
Miami, Florida

RE: H. LYNN EDWARDS  
Special Agent

Dear Sir:

Reference is made to Bureau letter dated October 2, 1941, instructing you to submit a special efficiency report on the above Agent to arrive at the Bureau not later than October 12, 1941.

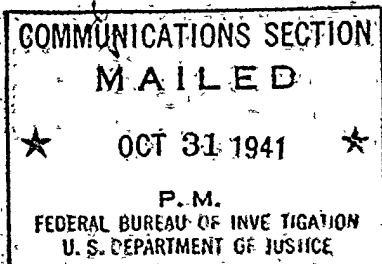
Further reference is made to your letter dated October 22, 1941, in which the Bureau is advised that as you were on annual leave until November 1, 1941, the efficiency report would be held in abeyance until you returned.

The Bureau is at a loss to understand your laxness in this connection as you did not enter into leave status until subsequent to the date the report should have reached the Bureau. I want it clearly understood by you that matters of this nature must be given your prompt attention in the future.

Very truly yours,

John Edgar Hoover  
Director

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Foxworth \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Holloman \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_



**Federal Bureau of Investigation**  
**United States Department of Justice**  
1300 Biscayne Building  
Miami, Florida

October 22, 1941

PERSONAL & CONFIDENTIAL

Director  
Federal Bureau of Investigation  
Washington, D. C.

EOD 2-18-41

RE: H. LYNN EDWARDS,  
Special Agent

Dear Sir:

This will acknowledge receipt of your letter dated October 2, 1941, requesting a special efficiency report to be submitted on the above captioned Special Agent.

In view of the fact that Special Agent in Charge R. G. Danner is on annual leave until November 1, 1941, this matter is being held in abeyance until his return.

Very truly yours,

*R. G. Danner*

R. G. DANNER  
Special Agent in Charge

37 NOV 5 1941

RLC:rc

RECORDED

67-171084-41

Routed	.....
Searched	.....
Number	8/10
OCT 28 1941	
FEDERAL BUREAU OF INVESTIGATION	

THREE

*lett - Saw  
10/31/41  
JRW*

4-8

JML:GH

October 3, 1941

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
United States Department of Justice  
1300 Biscayne Building  
Miami, Florida

RE: BOOKKEEPING AND ELEMENTARY  
ACCOUNTING COURSE

Dear Mr. Edwards:

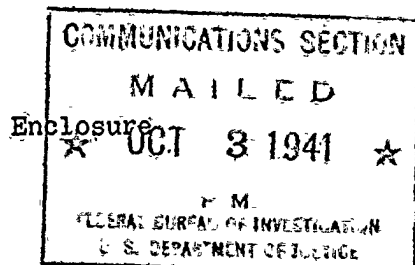
In accordance with your request to be enrolled in the Bookkeeping and Elementary Accounting Course, please find enclosed lessons number 1 to 36, inclusive.

This course is to be treated as strictly ~~confi-~~  
~~dential~~ and each lesson furnished is to be retained by you until the completion of the entire course. When received at the Bureau, your paper on each lesson will be graded and you will be advised of the grade received.

The purpose of this training is to better equip you for the performance of duties under the jurisdiction of this Bureau. The papers submitted by you will not be given a numerical grade, but will be graded as EXCELLENT, SATISFACTORY, and UNSATISFACTORY. If you receive a grade of UNSATISFACTORY, your paper will be returned for further study.

Sincerely yours,

*J. E. Hoover*  
John Edgar Hoover  
Director



JBW/elb

October 2, 1941

PERSONAL AND CONFIDENTIAL

Special Agent in Charge  
Miami, Florida.

Re: W. Lynn Edwards  
Special Agent

Dear Sir:

You are instructed to submit, to arrive at the Bureau  
not later than October 12, 1941, a special efficiency report  
relative to the above-named Special Agent.

Very truly yours,

*J. E. Hoover*

John Edgar Hoover  
Director

67-171064

Oct 11 1941

6 21

COMMUNICATIONS SECTION  
MAILED  
★ OCT 2 1941 ★  
P. M.  
FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE

*[Handwritten signature]*

JEW:FW

FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

OCTOBER 31, 1941

To: COMMUNICATIONS SECTION.

Transmit the following message to: SAC, MIAMI

IMPERATIVE THAT SPECIAL EFFICIENCY REPORTS ON SPECIAL AGENTS H. L. EDWARDS AND J. D. COLGAZIER BE SUBMITTED IMMEDIATELY UPON YOUR RETURN TO ACTIVE DUTY.

HOOVER

NOV 5

RECEIVED

67-191084-42
NOV 4 1941

Initialed in Director's Office

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Coffey \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Holloman \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

OCT 31 1941

SENT VIA

Per



**Federal Bureau of Investigation**  
**United States Department of Justice**

1300 Biscayne Building  
Miami, Florida

November 10, 1941.

PERSONAL and CONFIDENTIAL

Director  
Federal Bureau of Investigation  
Washington, D. C.

EOD 2-10-41

RE: H. LYNN EDWARDS, Special Agent;  
Special Efficiency Report.

Dear Sir:

The above captioned Special Agent has been stationed at Tampa, Florida, working with the Resident Agent there for the past several months. His headquarters are presently fixed at Tampa.

Agent Edwards has a good grasp of Bureau policy and procedure considering his length of experience, is a hard and willing worker; seems to be conscientious, and is possessed of fair investigative ability. He is more of the tenacious type who accomplishes results by hard work rather than utilizing any great amount of imagination. His reports are well prepared but are unnecessarily long, this probably being due to his lack of experience. He handles firearms with average ability, and it is believed he could function on a dangerous assignment. Despite the fact that Agent Edwards appears to be easily flustered in the field office, I am convinced he makes good contacts, and that he handles himself in a creditable manner in interviewing prominent officials and business men.

He studies his assignments, seems to be well acquainted with the facts of the cases he is investigating, and in all is considered an above average Agent for his length of experience.

Very truly yours,

*R. G. Danner*  
R. G. DANNER  
Special Agent in Charge.

I have read this report:

A. L. E.  
Initials of Agent.

RECEIVED

NOV 11 8 05 AM '41

FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

JBW/slb

NOVEMBER 12, 1941

To: COMMUNICATIONS SECTION.

SAO MIAMI

Transmit the following message to:

SUBMIT SPECIAL EFFICIENCY REPORT ON SA HL EDWARDS IMMEDIATELY.

HOOVER

Mr. Tolson \_\_\_\_\_  
 Mr. E. A. Tamm \_\_\_\_\_  
 Mr. Clegg \_\_\_\_\_  
 Mr. Glavin \_\_\_\_\_  
 Mr. Ladd \_\_\_\_\_  
 Mr. Nichols \_\_\_\_\_  
 Mr. Tracy \_\_\_\_\_  
 Mr. Rosen \_\_\_\_\_  
 Mr. Carson \_\_\_\_\_  
 Mr. Coffey \_\_\_\_\_  
 Mr. Hendon \_\_\_\_\_  
 Mr. Holloman \_\_\_\_\_  
 Mr. Quinn Tamm \_\_\_\_\_  
 Mr. Nease \_\_\_\_\_  
 Miss Gandy \_\_\_\_\_

SENT VIA \_\_\_\_\_

M

Per \_\_\_\_\_

**Federal Bureau of Investigation  
United States Department of Justice**

1300 Biscayne Building  
Miami, Florida  
November 16, 1941

Director  
Federal Bureau of Investigation  
Washington, D. C.

Dear Sir:

Reference is made to Bureau letter of November 3, 1941, requesting advice as to the assignments and commitments of the following Special Agents:

Special Agent H. L. ~~X~~EDWARDS, presently stationed at Tampa, Florida, which is his official headquarters, on general investigations. I know of no commitments that he has at the present time other than a number of court cases which will probably come up during the next term of court, Tampa.

Special Agent C. E. ~~X~~GRAHAM, presently working in the Miami area on general assignment; has no commitments at the present time.

Special Agent M. A. ~~X~~RUEBRIGHT has been on a rather extended road trip along the west coast; is under subpoena to the Federal Grand Jury meeting in Miami, November 19th; and will probably proceed on transfer to the Memphis Field Division during the following week.

Very truly yours,

*R. G. Danner*

R. G. DANNER  
Special Agent in Charge

RGD:jcl

*Personnel Files:  
Place a copy in each  
agents' personnel file  
JGD  
11/25*

885 381

*JGD*

JW/elp

November 19, 1941

~~PRECEDENT AND CONFIDENTIAL~~

Special Agent in Charge  
Miami, Florida

Dear Sir:

Reference is made to Bureau letter of October 2, 1941, teletype of October 27, 1941, letter of October 31, 1941, and Bureau teletype of November 12, 1941, instructing you to submit an efficiency report on Special Agent H. L. Edwards.

Reference is also made to Bureau letter dated October 16, 1941, Bureau teletype dated October 31, 1941, and Bureau teletype of November 10, 1941, instructing you to submit an efficiency report concerning Special Agent J. D. Golgazier.

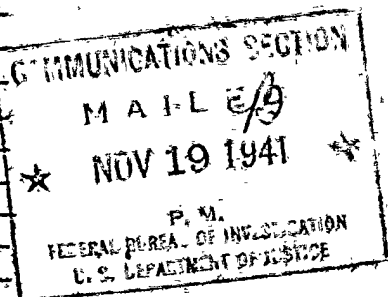
Reference is also made to Bureau letter of October 24, 1941, and Bureau teletype of November 10, 1941, instructing you to submit efficiency report concerning Special Agent J. H. Siegler.

These reports have not been received and must be given your immediate attention.

Very truly yours,

John Edgar Hoover  
Director

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Foxworth \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Holloman \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Miss Gandy \_\_\_\_\_



*[Handwritten signature]*

NRG:jh

November 3, 1941

○ Special Agent in Charge  
Miami, Florida

Dear Sir:

Please submit immediately a statement reflecting  
the assignments and commitments of the below mentioned  
Special Agents who are presently assigned to your office:

H. L. ~~X~~ Edwards  
C. E. ~~X~~ Graham  
M. A. ~~X~~ Ruebright

Very truly yours,

John Edgar Hoover  
Director

NOV 13 1941

885-372

87-10

87

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Coffey \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Holloman \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

COMMUNICATIONS SECTION  
MAILED

★ NOV 3 1941 ★

P. M.  
FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE

FEB 10

November 4, 1941

PERSONNEL FILESSpecial Agent in Charge  
~~Wash. Field~~Re: Photographic Training

Dear Sir:

Reference is made to the photographs exposed by the Agents listed below in connection with training in the use of the camera noted below, which you recently submitted.

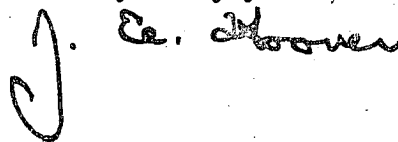
The grade obtained by each Agent is noted opposite his name. ~~Special Agents~~

C. Hamilton	- above average	M. L. Brown	- above average
H. L. Abbott	- above average	J. Nichols	- above average
M. F. Morgan	- above average	C. L. Schlegel	- above average
H. D. Colquhoun	- above average	M. L. Brown	- above average

It is requested that you relay the photographs and grade obtained by any Agent listed above who may be assigned to another Field Division.

The developed negatives together with prints from the same and the camera training forms which you submitted on which have been noted appropriate comments are being transmitted under separate cover.

Very truly yours,



John Edgar Hoover  
Director

Mr. Tolson \_\_\_\_\_  
 Mr. E. A. Tamm \_\_\_\_\_  
 Mr. Clegg \_\_\_\_\_  
 Mr. Foxworth \_\_\_\_\_  
 Mr. Glavin \_\_\_\_\_  
 Mr. Ladd \_\_\_\_\_  
 Mr. Nichols \_\_\_\_\_  
 Mr. Rosen \_\_\_\_\_  
 Mr. Carson \_\_\_\_\_  
 Mr. Holloman \_\_\_\_\_  
 Mr. Quinn Tamm \_\_\_\_\_  
 Mr. Hendon \_\_\_\_\_  
 Mr. Tracy \_\_\_\_\_  
 Miss Gandy \_\_\_\_\_

FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

*Barn*

October 27, 1941

To: **JBH/olb**  
COMMUNICATIONS SECTION.

Transmit the following message to: **SAU MIAMI**

**SUBMIT SPECIAL EFFICIENCY REPORT IMMEDIATELY ON SA HL EDWARDS, RE BUREAU  
LETTER OCTOBER 2**

**EOCVER**

67-17117

NOT RECORDED

OCT 27 1941

- Mr. Tolson \_\_\_\_\_
- Mr. E. A. Tamm \_\_\_\_\_
- Mr. Clegg \_\_\_\_\_
- Mr. Foxworth \_\_\_\_\_
- Mr. Glavin \_\_\_\_\_
- Mr. Ladd \_\_\_\_\_
- Mr. Nichols \_\_\_\_\_
- Mr. Rosen \_\_\_\_\_
- Mr. Carson \_\_\_\_\_
- Mr. Drayton \_\_\_\_\_
- Mr. Quinn Tamm \_\_\_\_\_
- Mr. Hendon \_\_\_\_\_
- Mr. Tracy \_\_\_\_\_
- Miss Gandy \_\_\_\_\_

FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE  
COMMUNICATIONS SECTION

OCT 27 1941

TELETYPE

*Per*

SENT VIA

Per *JLG*

JOHN EDGAR HOOVER  
DIRECTOR



Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dec. 1, 1941

JPM:FW

MEMORANDUM FOR MR. GLAVIN

RE: HOWARD LYNN EDWARDS  
Special Agent

Entered on duty  
Reported to field  
Present grade and salary  
Last salary change  
Accounting course  
Marksmanship

Qualified in all firearms:  
Failed to qualify with:

2/10/41  
4/8/41  
CAF-9 \$3200

Completed None  
Sharpshooter  
Yes, to date  
None

REMARKS

At the conclusion of his training period Mr. Kuhnelt said he should develop rapidly through his ability to follow instructions; that it was believed he would require a minimum of supervision and would be able to exercise good judgment and prove to be resourceful in the field. On April 8, 1941, he was assigned to the Miami office. On June 24, 1941, SAC Darmer said he had shown remarkable improvement; that he made a good appearance, met people well, seemed to be able to hold his own in any type of crowd with any type of individual; that he was possessed of good judgment; that he was inclined to be self-conscious; that he blushed rather readily and should work to overcome this inasmuch as it was undoubtedly due to habit; that he had no difficulty in expressing himself; that he wrote good reports and his work needed no more than average supervision; that it was believed that if he would develop poise and a little more aggressiveness he would become a better than average Special Agent; that he handled firearms with average ability and would be recommended for dangerous assignments.

On July 28, 1941, he was designated resident agent at Tampa, Florida.

During an inspection of the Miami office on July 2, 1941, Mr. Sackett said he appeared to be intelligent, created a good impression, appeared to be level-headed and a good steady person; that there was every indication that he was making entirely satisfactory progress for a new Agent; that he was perfectly happy and well satisfied with his assignments.

On Sept. 24, 1941, he requested that he not be transferred until some time after the

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg ✓  
Mr. Glavin ✓  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Coffey \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Holloman \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Mr. Harbo \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Tour Room \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Beahm \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

RECORDED  
167-171084-44  
DEC 8 1941  
Recorded.  
Checked  
1941  
JPM



first week in February, 1942, as he was expecting a child at that time.

On Nov. 10, 1941, SAC Danner said he had a good grasp of Bureau policy and procedure considering his length of service; that he was a hard willing worker, seemed to be conscientious, was possessed of fair investigative ability; that he was more the tenacious type who accomplished results by hard work rather than utilizing any great amount of imagination; that his reports were well prepared but were unnecessarily long but this was probably due to his lack of experience; that he handled firearms with average ability and it was believed he could function on dangerous assignment; that despite the fact that he appeared to be easily flustered in the field office, Mr. Danner was convinced he made good contacts and that he handled himself in a creditable manner in interviewing prominent officials and businessmen; that he studied his assignments; and that in all he was considered an above average Agent for his length of experience.

RECOMMENDATION: It is recommended this Agent be reallocated to grade CAF-10 at \$3500 per annum.

Respectfully,

*J. P. Mohr*  
J. P. Mohr

*Rec. to Dept.  
12-4-41  
rec'd  
out*

*Promotion letter sent  
12-17-41  
W. J. Jones*

## FEDERAL BUREAU OF INVESTIGATION

OW

Mr.  
Miss  
Mrs.

Date

Mr. H. Lynn Edwards

December 4, 1941

New appointment ☐Transfer ☐Promotion ☒Separation ☐

## PRESENT STATUS

1. Title:

2. Grade:

3. Salary: Special Agent

4. Seat of Government: ☐  
Field: ☐

\$3200 per annum

5. Division:

6. Appropriation:

"Salaries and Expenses,  
F.B.I."

## PROPOSED ACTION

7. Title:

8. Grade:

9. Salary: Special Agent

10. Seat of Government: ☐  
Field: ☐

\$3500 per annum

11. Division:

12. Appropriation:

"Salaries and Expenses,  
F.B.I."

13. Effective:

December 16, 1941

14. Position: ☐  
Additional: ☐  
Vice: ☒  
Identical: ☐

15. Remarks:

Respectfully submitted,

Mr. Tolson

Mr. E. A. Tamm

Mr. Clegg

Mr. Glavin

Mr. Ladd

Mr. Nichols

Mr. Tracy

Mr. Rosen

Mr. Carson

Mr. Coffey

Mr. Hendon

Mr. Holloman

Mr. Quinn Tamm

Mr. Nease

Miss Gandy

(Title)

Director, Federal Bureau of Investigation

CC: Chief, Audit Section

COMMUNICATIONS SECTION

MAILED

★ DEC 4 1941 ★

F B I

FEDERAL BUREAU OF INVESTIGATION

U. S. DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE

JBW/elb

OCTOBER 12, 1941

To: COMMUNICATIONS SECTION.

Transmit the following message to:

SAO MIAMI

SUBMIT SPECIAL EFFICIENCY REPORT ON SA HL EDWARDS IMMEDIATELY.

HOOVER

Mr. Tolson \_\_\_\_\_  
 Mr. E. A. Tamm \_\_\_\_\_  
 Mr. Clegg \_\_\_\_\_  
 Mr. Glavin \_\_\_\_\_  
 Mr. Ladd \_\_\_\_\_  
 Mr. Nichols \_\_\_\_\_  
 Mr. Tracy \_\_\_\_\_  
 Mr. Rosen \_\_\_\_\_  
 Mr. Carson \_\_\_\_\_  
 Mr. Coffey \_\_\_\_\_  
 Mr. Hendon \_\_\_\_\_  
 Mr. Holloman \_\_\_\_\_  
 Mr. Quinn Tamm \_\_\_\_\_  
 Mr. Nease \_\_\_\_\_  
 Miss Gandy \_\_\_\_\_

SENT VIA \_\_\_\_\_

M

Per \_\_\_\_\_

Federal Bureau of Investigation  
United States Department of Justice  
1300 Biscayne Building  
Miami, Florida

December 3, 1941

PERSONAL AND CONFIDENTIAL

Director  
Federal Bureau of Investigation  
Washington, D. C.

EOD 2-10-41

Re: H. L. EDWARDS

Dear Sir:

Reference is made to Bureau letter of October 24, 1941 requesting advice as to the ability of Special Agents attached here as witnesses.

This Agent has testified on several occasions before a Commissioner and before a Grand Jury, but has never testified in open court. I am informed that he will make a competent witness.

Very truly yours,

*R. G. Danner*

DEC 10 1941  
R. G. DANNER  
Special Agent in Charge

RGD:eb

RECORDED

67-171084-45	
Routed...	10...Recorded...
Searched...	6...Checked...
Numbered...	4:2...Filed...
DEC 8 1941	
FEDERAL BUREAU OF INVESTIGATION	

THREE  
Jm  
ell

*ms*

December 17, 1941

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
United States Department of Justice  
1300 Biscayne Building  
Miami, Florida

Dear Mr. Edwards:

DEC 23 1941

It is with pleasure that I am enclosing a  
letter from the Attorney General advising you of your  
promotion from \$9200 per annum in Grade CAF 9 to \$3500  
per annum in Grade CAF 10, effective December 16, 1941.

Sincerely yours,

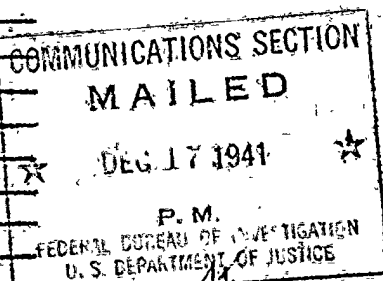
John Edgar Hoover  
Director

Enclosure *22*

CC: SAC, Miami  
Mr. Reeder

*191084-46*  
*44*  
*50*  
*13141*  
*43*  
*WEL AT*  
*R*

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Coffey \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Holloman \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Gandy \_\_\_\_\_



*8*

DEPARTMENT OF JUSTICE

WASHINGTON, D. C.  
December 4, 1941

NGP:sr

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Department of Justice

Dear Mr. Edwards:

You are hereby transferred from one position to another in  
the Federal Bureau of Investigation as indicated:

From

Position: Special Agent  
Assignment:  
Grade: OAF 9 Salary: \$3200 per annum  
Appropriation: "Salaries and Expenses, FBI," FIELD

To

Position: Special Agent  
Assignment:  
Grade: OAF 10 Salary: \$3500 per annum  
Appropriation: "Salaries and Expenses, FBI," FIELD  
Effective: December 16, 1941

Respectfully,

*Francis Biddle*

Attorney General.

By the Attorney General:

Linton M. Collins

Acting The Assistant to the Attorney General.  
Additional Position

*File  
12-17-41  
Wing*

*H. Lynn Edwards*

MAJOR PHYSICAL EXAM.

~~FEB 3 1942~~  
RECORDED

67-171084-47	
Entered	Recorded
Searched	Indexed
Serialized	Filed
FEB 26 1942	
FEDERAL BUREAU OF INVESTIGATION	

*WHE*  
*WHE*

55 APR 26 1963

Dec. 30/1941 Miami

CC-270

RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS  
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

NAME H. Lynn Edwards AGE 26 YEARS, 6 MONTHS 10 Mo.  
NATIVITY (state of birth) PENNA. MARRIED, SINGLE, WIDOWED: MARRIED NUMBER OF CHILDREN 0  
FAMILY HISTORY Father: FRED EDWARDS, health good Mother: Maudie Lewis Edwards,  
deceased, auto accident at age 52. Sisters: Ruth, age 28, health good, age             
health good. Brothers: Robert, killed age 3, auto, age            health good, age             
HISTORY OF ILLNESS OR INJURY ① Appendectomy at age 10 - normal recovery. b6 -  
b7C

HEAD AND FACE Normal

EYES: PUPILS (size, shape, reaction to light and distance, etc.) Reg & Eq. React to ltr

DISTANT VISION RT. 20 /20, corrected to            /20

LT. 20 /20, corrected to            /20

COLOR PERCEPTION Normal 1929  
(state edition of Stilling's plates or Lamps used)

DISEASE OF ANATOMICAL DEFECTS Normal

EARS: HEARING RT. WHISPERED VOICE 15 /15' CONVERSATIONAL SPEECH 15 /15'

LT. WHISPERED VOICE 15 /15' CONVERSATIONAL SPEECH 15 /15'

DISEASE OR DEFECTS None

NOSE Normal  
(Disease or anatomical defect, obstruction, etc. State degree)

SINUSES Normal

REMARKS None

TONGUE, PALATE, PHARYNX, LARYNX, TONSILS Normal

TEETH AND GUMS (disease or anatomical defect):

MISSING TEETH           

NONVITAL TEETH no

PERIAPICAL DISEASE no

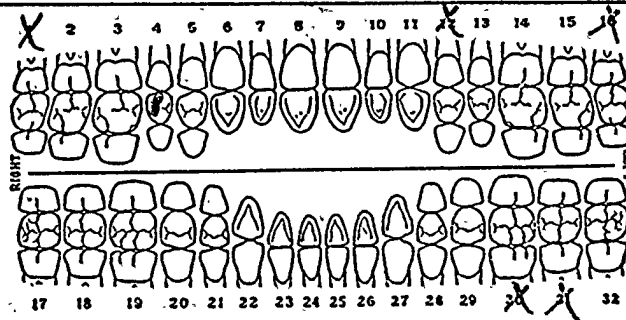
MARKED MALOCCLUSION no

PYORRHEA ALVEOLARIS no

TEETH REPLACED BY BRIDGES no

DENTURES no

REMARKS           



(Signature of Dental Officer)

GENERAL BUILD AND APPEARANCE Medium

TEMPERATURE 98.6 CHEST AT EXPIRATION 37

HEIGHT 5' 9" 6 CHEST AT INSPIRATION 39 1/2

WEIGHT 159 CIRCUMFERENCE OF ABDOMEN AT UMBILICUS 32

RECENT GAIN OR LOSS, AMOUNT AND CAUSE gain of 15 lbs. in 8 mo.

SKIN, HAIR, AND GLANDS My brown hair

NECK (abnormalities, thyroid gland, trachea, larynx) no

SPINE AND EXTREMITIES (bones, joints, muscles, feet) Moderately flat feet



THORAX (size, shape, movement, rib cage, mediastinum) N

RESPIRATORY SYSTEM, BRONCHI, LUNGS, PLEURA, ETC. N

CARDIO-VASCULAR SYSTEM N

HEART (note all signs of cardiac involvement) N

PULSE: BEFORE EXERCISE 90

AFTER EXERCISE 128

THREE MINUTES AFTER 110

CONDITION OF ARTERIES N

CONDITION OF VEINS N

BLOOD PRESSURE: SYSTOLIC 120

DIASTOLIC 80

CHARACTER OF PULSE regular

HEMORRHOIDS none

ABDOMEN AND PELVIS (condition of wall, scars, herniae, abnormality of viscera) N, well

GENITO-URINARY SYSTEM N

URINALYSIS: SP. GR. 1.010

ALB. negative

SUGAR negative

MICROSCOPICAL negative

VENEREAL DISEASE N

NERVOUS SYSTEM N

(organic or functional disorders)

ROMBERG N

INCOORDINATION (gait, speech) N

REFLEXES, SUPERFICIAL N

DEEP (knee, ankle, elbow) N

TREMORS N

SEROLOGICAL TESTS N

NEGATIVE

BLOOD TYPE "A"

ABNORMAL PSYCHE (neurasthenia, psychasthenia, depression, instability, worries) N

SMALLPOX VACCINATION: DATE OF LAST VACCINATION None in 5 yrs.

TYPHOID PROPHYLAXIS: NUMBER OF COURSES 6 yrs ago

DATE OF LAST COURSE 6 yrs ago

REMARKS ON ABNORMALITIES NOT OTHERWISE NOTED OR SUFFICIENTLY DESCRIBED ABOVE

SUMMARY OF DEFECTS Flat feet

IS THIS INDIVIDUAL PHYSICALLY FIT TO PARTICIPATE IN RAIDS AND APPREHENSION OF CRIMINALS WHICH MIGHT ENTAIL THE PRACTICAL USE OF FIREARMS Yes (yes or no)

(when no is given state cause)

FINDINGS, RECOMMENDATIONS AND REMARKS (as per boards, when necessary)

1. Smallpox vaccination
2. Typhoid vaccination
3. Malaria blood

W. H. Barker  
W. H. Barker

FEDERAL BUREAU OF INVESTIGATION  
SERIAL CHARGE-OUT

\* This form is consolidated with the old FD-654, based on a Sentinel review.

Date 8/9/11

Document Classification: ☐ Unclass ☒ Confidential ☐ Secret ☐ Top Secret

Document Type: ☒ Letter ☐ Airtel ☐ LHM ☐ Memo ☐ Report  
☐ Facsimile ☐ Teletype ☐ Misc ☐ EC ☐ Email  
Enclosure \_\_\_\_\_ Attachment \_\_\_\_\_

SCI TYPE: \*requires special handling

☐ SI\* ☐ TK\* ☐ GAMMA\* ☐ COSMIC(NATO)  
☐ HCS\* ☐ SSRP\* ☐ BYE\* ☐ Other \_\_\_\_\_ (specify)

FD-501 Number \_\_\_\_\_

Date of Mail 12/24/41

Originating Office or agency FBI

This serial has been removed and placed in:

☐ Special File Room, FBIHQ ☐ FBIHQ, Room \_\_\_\_\_

☒ ARC  
Field Office-Room # Container # or Other Location Where Material Is Stored

File 67 171084 NR  
Class. Office of Origin Case No. Last Serial

☐ Pending ☒ Closed

Serial No. .

Description of Serial

Date Charged

NR In service training 8/9/11

Employee \_\_\_\_\_

RECHARGE

To \_\_\_\_\_ Date \_\_\_\_\_  
From \_\_\_\_\_

Initials of  
Clerk

SERIAL CHARGE-OUT

**Federal Bureau of Investigation**  
**United States Department of Justice**  
1300 Biscayne Building  
Miami, Florida

April 13, 1942.

PERSONAL and CONFIDENTIAL

Director  
Federal Bureau of Investigation  
Washington, D. C.

Dear Sir:

Special Agent H. LYNN EDWARDS has been stationed at Tampa, Florida, for approximately ten months, where he has assumed the duties of Resident Agent. His work has been entirely satisfactory and he has shown remarkable progress, considering the fact that this is his first office of assignment.

However, I feel that in order to round out his experience he should be brought in to the Field Office, where he can work under different conditions and receive closer supervision. I have in mind assigning him to a project which will involve the questioning, as well as the investigation, of passengers arriving at Miami by Pan American Airways, the scope of this project having been previously explained to the Bureau.

Therefore, I would like to request that the Bureau prepare the necessary letters changing this Agent's headquarters from Tampa to Miami, effective upon his arrival here, it being contemplated that he will be brought into the office within the next ten days.

During the interim between his departure and the assignment of another Resident Agent at Tampa I plan to use a number of newer Agents in that vicinity until such time as an opportunity has been had to recommend one for a change of headquarters.

Very truly yours,

R. G. DANNER  
Special Agent in Charge

Mr. Tolson.....
Mr. E. A. Tamm.....
Mr. Clegg.....
Mr. Glavin.....
Mr. Ladd.....
Mr. Nichols.....
Mr. Tracy.....
Mr. Rosen.....
Mr. Carson.....
Mr. Coffey.....
Mr. Hendon.....
Mr. Holloman.....
Mr. Quinn Tamm.....
Mr. Nease.....
Miss Gandy.....
Files.....

*Gresham*

*112-144-1-1*

*OK  
4/16*

*Transferred to Miami  
4-20-42*

RGD:C

APR 23 1942  
67-4740-419  
RECORDED  
INDEXED  
SEARCHED  
SERIALIZED  
FILED  
APR 16 1942

*TOLSON*

*CLEGG*

*WATSON*

hed

March 23, 1943

0  
Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
U. S. Department of Justice  
Miami, Florida

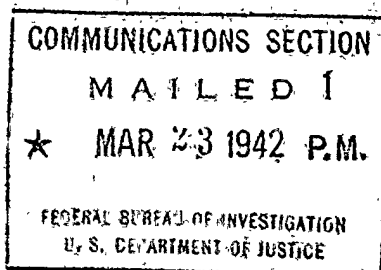
Dear Mr. Edwards:

This will acknowledge the receipt of your contribution of \$5.00 to the fund to be paid to the designated beneficiary of any participating Special Agent of the Bureau who dies, from any cause except self destruction, while employed as a Special Agent.

Sincerely yours,

*J. E. Hoover*

John Edgar Hoover  
Director



U. S. DEPARTMENT OF JUSTICE

67-107-100000

*[Handwritten signature]*

Federal Bureau of Investigation  
United States Department of Justice

Director,  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who has contributed to this fund subsequent to February 2, 1942, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of five dollars (\$5), made payable to the Chief Clerk of said Bureau, to be included in said fund. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping, and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$5,000.

The following person is hereby designated as my beneficiary:

Name CONSTANCE MURTHA EDWARDS Address c/o/ H. LYNN EDWARDS, FBI  
Relationship WIFE

Very truly yours,

*H. Lynn Edwards*  
H. LYNN EDWARDS  
Special Agent

59

*ask  
3-23-42  
led*

*Miami*

A4 333.0 MacDill Field  
(9-3-41) 111-3

52A

January 27, 1942

Honorable John Edgar Hoover, Director,  
Federal Bureau of Investigation,  
U. S. Department of Justice,  
Washington, D. C.

Dear Sir:

Reference is made to your letter of August 13, 1941, addressed to Brigadier General Sherman Miles, inclosing a copy of a report made by Special Agent E. L. Edwards, and calling attention to the matter of indifference and lack of cooperation on the part of certain personnel at MacDill Field, Tampa, Florida.

This matter was investigated by an officer of the Inspector General's Department. As a result of the investigation, it was determined that the disposal of the oil drainings from the crank case of the airplane engine referred to in Mr. Edwards' report was not actuated by any intent to remove evidence but was a consequence of there not being any specific instructions in effect at MacDill Field, at that time, governing procedure to be followed in cases of suspected sabotage. Further, it was determined that an appointment was made with Mr. Edwards for the disassembling of the engine in his presence at MacDill Field, and a special representative of the Wright Aeronautical Corporation was in attendance there, for a period of three weeks awaiting Special Agent Edwards' return. Since Mr. Edwards did not return to the field by the end of three weeks, it was assumed that Federal Bureau of Investigation interest had been withdrawn. The engine was thereupon disassembled, and it was found that the engine failure was not due to sabotage, but to the fact that the oil retaining seal on the master rod bearing had become loose and was being chipped up by the counterbalance on the crank shaft. Furthermore, no particles of steel wool were found clinging to the oil film of any of the parts, so that it has been quite definitely established that this was not a case of sabotage.

Appropriate instructions as to procedure to be adopted in future cases where sabotage is suspected have been issued by the Commanding General, 3d Air Force, and the commanding officers of the various units at MacDill Field have been directed to insure

AD 333.0 Washfield Field (0-2-41) 1000-2

(Cont'd)

that agents of the Federal Bureau of Investigation, when engaged in inquiries on military posts, be treated with courtesy and cooperation. The circumstances and events resulting in misunderstanding and apparent discourtesy in this case are regretted.

Your interest and cooperation in bringing this matter to the attention of the War Department are appreciated.

Very truly yours,

E S. Adams

Major General,  
The Adjutant General.

FEDERAL BUREAU OF INVESTIGATION  
SERIAL CHARGE-OUT

\* This form is consolidated with the old FD-654, based on a Sentinel review.

Date 8/9/11

Document Classification: ☐ Unclass ☒ Confidential ☐ Secret ☐ Top Secret

Document Type: ☒ Letter ☐ Airtel ☐ LHM ☐ Memo ☐ Report  
☐ Facsimile ☐ Teletype ☐ Misc ☐ EC ☐ Email  
Enclosure \_\_\_\_\_ Attachment \_\_\_\_\_

SCI TYPE: \*requires special handling

☐ SI\* ☐ TK\* ☐ GAMMA\* ☐ COSMIC(NATO)  
☐ HCS\* ☐ SSRP\* ☐ BYE\* ☐ Other \_\_\_\_\_ (specify)

FD-501 Number \_\_\_\_\_

Date of Mail 2/10/42

Originating Office or agency FBI

This serial has been removed and placed in:

☐ Special File Room, FBIHQ ☐ FBIHQ, Room \_\_\_\_\_

☒ ARC  
Field Office-Room # Container # or Other Location Where Material Is Stored

File 67 171084 NR  
Class. Office of Origin Case No. Last Serial

☐ Pending ☒ Closed

Serial No.

Description of Serial

Date Charged

<u>NR</u>	<u>selective services</u>	<u>8/9/11</u>

Employee \_\_\_\_\_

RECHARGE

Date \_\_\_\_\_

To \_\_\_\_\_ From \_\_\_\_\_

Initials of  
Clerk

SERIAL CHARGE-OUT



Federal Bureau of Investigation  
United States Department of Justice  
Tampa, Florida

PERSONAL ATTENTION

December 31, 1941

J. Edgar Hoover, Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Mr. Hoover:

I am in receipt of your communication of December 17, 1941 advising me that the Attorney General has approved a reclassification of me from Grade CAF-9 at \$3200. per year to Grade CAF-10 at \$3500. per year, effective December 16, 1941.

I am deeply grateful for this information of a change in my status and I assure you that I shall do everything possible to continue to merit the change.

Respectfully yours,

*H. Lynn Edwards*  
H. Lynn Edwards

Mr. Tolson.....
Mr. E. A. Tamm.....
Mr. Clegg.....
Mr. Glavin.....
Mr. Ladd.....
Mr. Nichols.....
Mr. Tracy.....
Mr. Rosen.....
Mr. Carson.....
Mr. Coffey.....
Mr. Hendon.....
Mr. Quinn Tamm.....
Mr. Nease.....
Miss Gandy.....

*Personal*

123 FEB 13 1942 RECORDED

67-171084	
Routed.....	Recorded.....
Searched.....	Indexed.....
Numbered.....	ad.....
JAN 9 1942	
FEDERAL BUREAU OF INVESTIGATION	

DIRECTOR

January 24, 1942

PERSONAL AND CONFIDENTIAL

Mr. E. Lynn Edwards  
Federal Bureau of Investigation  
United States Department of Justice  
1300 Biscayne Building  
Miami, Florida

Dear Mr. Edwards:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Naval Hospital, Washington, D. C., on December 3, 1941.

This report reflects the following physical defects:

Moderate flatfoot.

The Board of Examining Physicians makes the following recommendations:

Vaccination for smallpox.  
Inoculation for typhoid.  
Inoculation for tetanus.

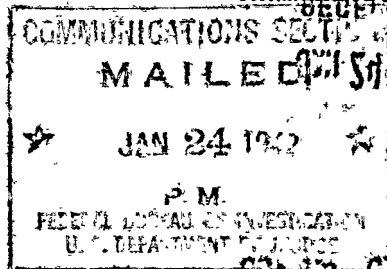
It reports that you are capable of performing strenuous physical exertion, and have no physical defects that would interfere with your participation in raids or other work involving the practical use of firearms.

For your information, it was determined during this examination that your blood is International Type "A".

Sincerely yours,

J. E. Hoover

John Edgar Hoover  
Director



CC: Mr. Clegg  
CC: SAC, Miami

FEDERAL BUREAU OF INVESTIGATION  
SERIAL CHARGE-OUT

\* This form is consolidated with the old FD-654, based on a Sentinel review.

Date 8/9/11

Document Classification: ☐ Unclass ☒ Confidential ☐ Secret ☐ Top Secret

Document Type: ☒ Letter ☐ Airtel ☐ LHM ☐ Memo ☐ Report  
☐ Facsimile ☐ Teletype ☐ Misc ☐ EC ☐ Email  
Enclosure \_\_\_\_\_ Attachment \_\_\_\_\_

SCI TYPE: \*requires special handling

☐ SI\* ☐ TK\* ☐ GAMMA\* ☐ COSMIC(NATO)  
☐ HCS\* ☐ SSRP\* ☐ BYE\* ☐ Other \_\_\_\_\_ (specify)

FD-501 Number \_\_\_\_\_

Date of Mail 4/14/42

Originating Office or agency FBI

This serial has been removed and placed in:

☐ Special File Room, FBIHQ ☐ FBIHQ, Room \_\_\_\_\_

☒ ARC  
Field Office-Room # Container # or Other Location Where Material Is Stored

File 67 171084 NR  
Class. Office of Origin Case No. Last Serial

☐ Pending ☒ Closed

Serial No.

Description of Serial

Date Charged

<u>NR</u>	<u>Colonel Hoover</u>	<u>8/9/11</u>

Employee \_\_\_\_\_

RECHARGE

To \_\_\_\_\_ From \_\_\_\_\_ Date \_\_\_\_\_

Initials of  
Clerk

SERIAL CHARGE-OUT

HHC:JEW

June 23, 1942

PERSONAL AND  
CONFIDENTIAL

Mr. H. L. Edwards  
Federal Bureau of Investigation  
U. S. Department of Justice  
1303 Biscayne Building  
Miami, Florida

Dear Sir:

It is observed that during the course of the recent inspection of the Miami Office, you made a grade of 84 on the examination covering the Manual of Instructions. This, of course, is an unsatisfactory rating.

This reflects insufficient information concerning the Bureau's instructions and is a condition which it will be expected that you will correct. It is desired that you begin immediately a systematic study of the Bureau's manuals with a view to being able to pass any future examinations which are afforded you.

It is obvious that without proper knowledge of the procedures prescribed by the Bureau an Agent is unable to function in a satisfactory manner. It is, therefore, necessary to insist that in the future you make passing grades and that you give adequate systematic study to the manuals in the meantime.

Very truly yours,

John Edgar Hoover

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Coffey \_\_\_\_\_  
Hendon \_\_\_\_\_  
Kramer \_\_\_\_\_  
McGuire \_\_\_\_\_  
Inn Tamm \_\_\_\_\_  
\_\_\_\_\_

COMMUNICATIONS SECTION  
MAILED  
JUN 30 1942  
F. M.  
FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE  
P & C

RECEIVED-DIRECTOR  
F. B. I.  
DEPT. OF JUSTICE  
JUN 30 3 39 PM '42

-171084-57

# REPORT OF EFFICIENCY RATING

REGULAR ( ) ; INTERIM ( )  
PROBATIONARY—1ST ( ) 2D ( )

2-10-4.1  
Classification Symbols

(Service) (Grade) (Class)

As of July 15, 1942, based on performance during period from August, 1941, to July, 1942.

H. LYNN EDWARDS Special Agent Federal Bureau of Investigation  
(Name of employee) (Title of position) (Bureau)

U.S. Department of Justice Miami, Florida  
(Division) (Section) (Subsection or unit) (Field office)

ON LINES BELOW  
MARK EMPLOYEE

✓ if adequate  
— if weak  
+ if outstanding

1. Underline the elements which are especially important in the position.
2. Rate only on elements pertinent to the position.
  - a. Do not rate on elements in *italics* except for employees in administrative, supervisory, or planning positions.
  - b. Rate administrative, supervisory, and planning employees on all elements pertinent to the position whether in *italics* or not.
3. Before rating, become thoroughly familiar with instructions in the rating manual.

CHECK ONE:

Administrative, supervisory, or planning ☐  
All others ☐

- (1) Maintenance of equipment, tools, instruments.
- (2) Mechanical skill.
- (3) Skill in the application of techniques and procedures.
- (4) Presentability of work (appropriateness of arrangement and appearance of work).
- (5) Attention to broad phases of assignments.
- (6) Attention to pertinent detail.
- (7) Accuracy of operations.
- (8) Accuracy of final results.
- (9) Accuracy of judgments or decisions.
- (10) Effectiveness in presenting ideas or facts.
- (11) Industry.
- (12) Rate of progress on or completion of assignments.
- (13) Amount of acceptable work produced. (Is mark based on production records? (Yes or no))
- (14) Ability to organize his work.
- (15) Effectiveness in meeting and dealing with others.
- (16) Cooperativeness.
- (17) Initiative.
- (18) Resourcefulness.
- (19) Dependability.
- (20) Physical fitness for the work.

- (21) Effectiveness in planning broad programs.
- (22) Effectiveness in adapting the work program to broader or related programs.
- (23) Effectiveness in devising procedures.
- (24) Effectiveness in laying out work and establishing standards of performance for subordinates.
- (25) Effectiveness in directing, reviewing, and checking the work of subordinates.
- (26) Effectiveness in instructing, training, and developing subordinates in the work.
- (27) Effectiveness in promoting high working morale.
- (28) Effectiveness in determining space, personnel, and equipment needs.
- (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
- (30) Ability to make decisions.
- (31) Effectiveness in delegating—clearly—defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED

RECORDED 7-171084-52  
Searched ☒ Indexed ☒  
Numbered ☒ Filed ☒  
JUL 28 1942  
FEDERAL BUREAU OF INVESTIGATION

## STANDARD

Deviations must be explained on reverse side of this form

- ✓ All underlined elements marked plus, and no element marked minus
- A majority of underlined elements marked plus, and no element marked minus
- All underlined elements marked at least with a check, and minus marks fully compensated by plus marks; or a majority of underlined elements marked at least with a check, and minus marks on underlined elements overcompensated by plus marks on underlined elements
- A majority of underlined elements marked at least with a check, and minus marks not fully compensated by plus marks
- A majority of underlined elements marked minus

Adjective rating  
Excellent  
Very good  
Good  
Fair  
Unsatisfactory

Numerical rating  
1  
2 or 3  
4, 5, or 6  
7 or 8  
9

Adjective rating  
Numerical rating

Rating official GOOD 5.

Reviewing official

I have read this report:

H. J. E.  
Initials of Employee

On the whole, do you consider the conduct of this employee to be satisfactory? Yes (See back of form)  
(Yes or no)

Rated by R. B. Danner Special Agent in Charge July 15, 1942  
(Signature of rating official) (Title) (Date)

Reviewed by \_\_\_\_\_  
(Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee \_\_\_\_\_ Report to employee \_\_\_\_\_  
(Date) (Adjective rating) (Numerical rating)

## CONDUCT REPORT

(This space is to be used in case the question on the face of the sheet regarding the employee's conduct has been answered "No." In such a case give here a full statement of the particulars in which the employee's conduct has not been satisfactory.)

\_\_\_\_\_  
(Signature)

## EXPLANATION OF DEVIATIONS FROM STANDARD

\_\_\_\_\_  
(Signature)

PERSONNEL FILES  
JUL 27 3 24 PM '42  
RECEIVED  
FBI  
DEPT OF JUSTICE

Miami, Florida  
July 15, 1942.

MEMORANDUM:

RE: H. LYNN EDWARDS, Special Agent;  
Efficiency Report.

Agent EDWARDS makes a good, mature appearance, is sober, quiet and industrious. He is very conscientious, follows out his assignments to the letter. He constantly displays good judgment and intelligent planning in connection with his investigations.

He functioned for approximately one year as Resident Agent at Tampa, Florida, recently being transferred to Miami, where he has been acting as liaison agent for this office with Pan American Airways. He has handled this assignment well, and has a good grasp of the duties in connection with this assignment.

Agent Edwards appears to be loyal, highly interested in his work, and possessed of initiative.

He handles firearms with average ability, and is recommended for dangerous assignments.

Very truly yours,



R. G. DANNER  
Special Agent in Charge.

I have read this report:

HLE.  
Initials of Employee.

H. L. EDWARDS

Special Agent

E.O.D.

February 10, 1941

Salary

\$3,500 per annum

Age

27

Married (one child)

Office of Preference

Philadelphia, Pittsburgh

Badge, Commission Card, and Gun  
Manual of Rules and Regulations  
Manual of Instructions

Satisfactory  
100  
84

SAC DANNER:

Edwards is still in his first office of assignment. He has made excellent progress and I now regard him as one of the better Agents attached to this office. He is thoroughly reliable, follows assignments well, reacts to criticism in a proper manner. His work needs very little supervision, and he will accept responsibilities. This Agent has excellent possibilities in the Bureau.

INSPECTOR HARBO:

This Agent is average in appearance and personality. He seems to have above average intelligence and shows an entirely favorable attitude toward his work. He is sincere and a hard worker.

Inspection - Miami Office  
May 28 - June 6, 1942  
Inspector R. T. Harbo



REPORT OF REGULAR ( ) INTERIM ( )  
PROBATIONARY—1ST ( ) 2D ( )  
EFFICIENCY RATING

2-10-41

Classification Symbols

(Service) (Grade) (Class)

As of September 11, 1942 based on performance during period from July 15, 1942 to September 11, 1942

H. LYNN EDWARDS Special Agent Federal Bureau of Investigation  
(Name of employee) (Title of position) (Bureau)

U.S. Department of Justice Miami, Florida.  
(Division) (Section) (Subsection or unit) (Field office)

ON LINES BELOW MARK EMPLOYEE	1. Underline the elements which are especially important in the position. 2. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning employees on all elements pertinent to the position whether in <i>italics</i> or not. 3. Before rating, become thoroughly familiar with instructions in the rating manual.	CHECK ONE: <u>TBB</u> Administrative, supervisory, or planning <input type="checkbox"/> All others <input type="checkbox"/>
---------------------------------	---	---

- |   |   |
|---|---|
| ----- (1) Maintenance of equipment, tools, instruments.   | ----- (21) Effectiveness in planning broad programs.  |
| ----- (2) Mechanical skill.   | ----- (22) Effectiveness in adapting the work program to broader or related programs.                   |
| ----- (3) Skill in the application of techniques and procedures.  | ----- (23) Effectiveness in devising procedures.  |
| ----- (4) Presentability of work (appropriateness of arrangement and appearance of work).               | ----- (24) Effectiveness in laying out work and establishing standards of performance for subordinates. |
| ----- (5) Attention to broad phases of assignments.   | ----- (25) Effectiveness in directing, reviewing, and checking the work of subordinates.                |
| ----- (6) Attention to pertinent detail.  | ----- (26) Effectiveness in instructing, training, and developing subordinates in the work.             |
| ----- (7) Accuracy of operations.   | ----- (27) Effectiveness in promoting high working morale.  |
| ----- (8) Accuracy of final results.  | ----- (28) Effectiveness in determining space, personnel, and equipment needs.                          |
| ----- (9) Accuracy of judgments or decisions.   | ----- (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.               |
| ----- (10) Effectiveness in presenting ideas or facts.  | ----- (30) Ability to make decisions.   |
| ----- (11) Industry.  | ----- (31) Effectiveness in delegating clearly defined authority to act.                                |
| ----- (12) Rate of progress on or completion of assignments.  |   |
| ----- (13) Amount of acceptable work produced. (Is mark based on production records? -----) (Yes or no) |   |
| ----- (14) Ability to organize his work.  |   |
| ----- (15) Effectiveness in meeting and dealing with others.  |   |
| ----- (16) Cooperativeness.   |   |
| ----- (17) Initiative.  |   |
| ----- (18) Resourcefulness.   |   |
| ----- (19) Dependability.   |   |
| ----- (20) Physical fitness for the work.   |   |

STATE ANY OTHER ELEMENTS CONSIDERED

RECORDED 61-171084-53  
INDEXED  
SEP 21 1942  
FEDERAL BUREAU OF INVESTIGATION

STANDARD		Adjective rating	Numerical rating
Deviations must be explained on reverse side of this form			
All underlined elements marked plus, and no element marked minus	Adjective rating	Numerical rating	
A majority of underlined elements marked plus, and no element marked minus	Excellent	1	Rating official: <u>GOOD</u>
All underlined elements marked at least with a check, and minus marks fully compensated by plus marks, or a majority of underlined elements marked at least with a check, and minus marks on underlined elements overcompensated by plus marks on underlined elements	Very good	2 or 3	
A majority of underlined elements marked at least with a check, and minus marks not fully compensated by plus marks	Good	4, 5, or 6	Reviewing official: _____
A majority of underlined elements marked minus	Fair	7 or 8	I have read this report: <u>H. L. E.</u>
	Unsatisfactory	9	Initials of Employee: _____

On the whole, do you consider the conduct of this employee to be satisfactory? Yes (See back of form)  
(Yes or no)

Rated by R. G. Danner Special Agent in Charge September 11, 1942  
(Signature of rating official) (Title) (Date)

Reviewed by \_\_\_\_\_  
(Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee \_\_\_\_\_ Report to employee \_\_\_\_\_  
(Date) (Adjective rating) (Numerical rating)

## CONDUCT REPORT

(This space is to be used in case the question on the face of the sheet regarding the employee's conduct has been answered "No." In such a case give here a full statement of the particulars in which the employee's conduct has not been satisfactory.)

\_\_\_\_\_  
(Signature)

## EXPLANATION OF DEVIATIONS FROM STANDARD

\_\_\_\_\_  
(Signature)

SEP 21 7 59 AM '42  
FBI  
RECEIVED  
PERSONNEL FILES  
U.S. DEPT. OF JUSTICE

SEP 19 8 55 PM '42  
FBI  
RECEIVED  
FILES DIVISION  
U.S. DEPT. OF JUSTICE

Miami, Florida  
September 11, 1942.

MEMORANDUM:

RE: H. LYNN EDWARDS, Special Agent;  
Special Efficiency Report.

Special Agent EDWARDS has been handling for the past several months liaison work at the Pan American Airways, where he is in daily contact with representatives of Naval Intelligence, Customs, Immigration, Board of Economic Warfare, G-2, and Pan American Airways officials. He has handled these duties in an excellent manner. He has made excellent contacts. He keeps the office supplied with information concerning activities at Pan American Airports. He seems to have done an excellent job in handling officials of other agencies since they apparently put a great deal of faith in his ability and judgment.

Agent EDWARDS makes a good appearance, is mature, sober, quiet, hard-working, reliable and responsible. He is plentifully supplied with initiative; goes about his duties in a cheerful and enthusiastic manner. He has displayed supervisory ability, and it is believed that he has the characteristics of administrative and executive ability which will develop.

He handles firearms with average ability, and is recommended for dangerous assignments. He drives an automobile well; takes good care of Bureau property.

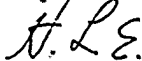
I believe he is entirely loyal and can now be rated as an above average Agent.

Very truly yours,



R. G. DANNER  
Special Agent in Charge.

I have read this report:



Initials of Employee.

~~PERSONAL AND CONFIDENTIAL~~

PER

September 8, 1942

Special Agent in Charge

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Miami, Florida

Mr. Clegg \_\_\_\_\_

Mr. Glavin \_\_\_\_\_

Mr. Ladd \_\_\_\_\_ Dear Sir:

Mr. Nichols \_\_\_\_\_

Mr. Rosen \_\_\_\_\_

Mr. Tracy \_\_\_\_\_ You are instructed to submit a special efficiency  
report relative to the above-named Special Agent. This report

Mr. Carson \_\_\_\_\_ should be submitted September 20, 1942.

Mr. Coffey \_\_\_\_\_

Mr. Hendon \_\_\_\_\_

Mr. Kramer \_\_\_\_\_

Mr. McGuire \_\_\_\_\_

Mr. Quinn Tamm \_\_\_\_\_

Mr. Nease \_\_\_\_\_

Miss Gandy \_\_\_\_\_

COMMUNICATIONS SECTION

MAILED 10

★ SEP 8 1942 P.M.

FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE

Re: Howard L. Edwards  
Special Agent

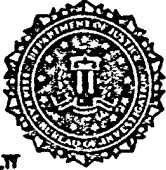
5 SEP 10 1942

Very truly yours,

J. E. Hoover

John Edgar Hoover  
Director

JOHN EDGAR HOOVER  
DIRECTOR



HHH:mlw

**Federal Bureau of Investigation**  
**United States Department of Justice**  
**Washington, D. C.**  
**September 29, 1942**

MEMORANDUM FOR MR. GLAVIN

RE: HOWARD LYNN EDWARDS  
Special Agent

Entered on duty	2/10/41
Reported to field	4/8/41
Present grade and salary	CAF-10 \$3500
Last salary change	12/16/41
Accounting course	Enrolled - completed none
Marksmanship	Expert
Qualified in all firearms:	Yes
Failed to qualify with:	None

**REMARKS**

On 4/8/41 he was assigned to the Miami Office. On 7/28/41 he was designated resident agent at Tampa, Florida. On 12/16/41 he was reallocated to grade CAF-10 at \$3500 per annum. This agent attended the In-Service training course 12/1 to 12/9/41 but there is nothing in his file to indicate he was interviewed at that time. In a letter dated 4/13/42 SAC Danner said that his work had been entirely satisfactory as a resident agent; that he had shown remarkable progress considering the fact that this was his first office of assignment; that it was felt that in order to round out his experience he should be brought in to the field office, where he could work under different conditions and receive closer supervision. On 4/30/42 his headquarters were changed back to Miami.

During an inspection of the Miami Office from 5/28 to 6/6/42 Inspector Harbo said that he was average in appearance and personality; that he seemed to have above average intelligence and showed an entirely favorable attitude toward his work; that he was a sincere and hard worker. By letter dated 6/25/42 this agent was advised that he failed to make a passing grade on the Manual of Instructions.

On 7/15/42 SAC Danner gave him an adjective rating of good and a numerical rating of 5 and said that he was very conscientious, followed out his assignments to the letter; that he constantly displayed good judgment and intelligent planning in connection with his investigations; and that he appeared to be loyal, highly interested in his work and possessed initiative.

On 9/11/42 SAC Danner gave him an adjective rating of good, a numerical rating of 4 and said that he had been handling liaison work at the Pan American Airways and had handled these duties in an excellent manner; that he had displayed supervisory ability and it was believed that he had the characteristics of administrative and executive ability which would develop; that he was entirely loyal and could be rated as an above-average agent.

FOR DEFENSE



I recommend that an additional report be secured on 11/15/42.

RECORDED

Noted 10/2/42  
HHH  
elt

Respectfully,  
*[Signature]*  
H. H. Huston

OCT 3 1942

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Coffey \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Holloman \_\_\_\_\_  
Mr. McGuire \_\_\_\_\_  
Mr. Harbo \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Goshaw \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

RETRAINING

12-1-42 to 12-13-41

Miami, Florida  
November 9, 1942.

MEMORANDUM:

RE: HOWARD LYNN EDWARDS, Special Agent,  
Grade CAF-10, \$3500.00;  
Special Efficiency Report.

2-10-41

Special Agent EDWARDS entered on duty in the Bureau February 10, 1941. His progress has been steady since that date. He is a very sincere, conscientious type of individual, genuinely concerned at all times over his progress and his work. He is careful as to detail and I can recall no single instance where he has ever exhibited any careless or sloppy tendencies in connection with his assignments. He is alert, keeps himself well informed as to Bureau policy, and knows his manuals.

He makes an excellent appearance; is rather quiet but is not at all lacking in aggressiveness should the occasion demand.

Recently he has been assigned to supervisory work as night supervisor. He displays good judgment and supervisory ability. He handles firearms with average ability, and is recommended for dangerous assignments.

This Agent is very loyal to the Bureau, enthusiastic, and is possessed of above average possibilities.

Very truly yours,

*R. G. Danner*

R. G. DANNER  
Special Agent in Charge.

I have read this report:

*HLS*  
Initials of Employee

DEC 3 11 1942

67-171084-55	
Routed.. 12	Recorded.....
Searched 21	Checked.....
Numbered.. 5	Filed.....
NOV 30 1942	
FEDERAL BUREAU OF INVESTIGATION	

*Memo. Glavin*  
*gem*  
*11/14*

THREE  
*W*  
*for*

# REPORT OF EFFICIENCY RATING

REGULAR ( ): INTERIM ( )  
PROBATIONARY—1ST ( ) 2D ( )

Classification Symbols

(Service) (Grade) (Class)

As of November 9, 1942, based on performance during period from Sept. 11, 1942, to November 9, 1942,

HOWARD LYNN EDWARDS, Special Agent Federal Bureau of Investigation  
(Name of employee) (Title of position) (Bureau)

U.S. Department of Justice, Miami, Florida  
(Division) (Section) (Subsection or unit) (Field office)

ON LINES BELOW MARK EMPLOYEE	1. Underline the elements which are especially important in the position. 2. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning employees on all elements pertinent to the position whether in <i>italics</i> or not. 3. Before rating, become thoroughly familiar with instructions in the rating manual.	CHECK ONE: Administrative, supervisory, or planning <input type="checkbox"/> All others <input type="checkbox"/>
✓ if adequate		
— if weak		
+ if outstanding		

- |   |   |
|---|---|
| _____ (1) Maintenance of equipment, tools, instruments.   | _____ (21) Effectiveness in planning broad programs.  |
| _____ (2) Mechanical skill.   | _____ (22) Effectiveness in adapting the work program to broader or related programs.                   |
| _____ (3) Skill in the application of techniques and procedures.  | _____ (23) Effectiveness in devising procedures.  |
| _____ (4) Presentability of work (appropriateness of arrangement and appearance of work).               | _____ (24) Effectiveness in laying out work and establishing standards of performance for subordinates. |
| _____ (5) Attention to broad phases of assignments.   | _____ (25) Effectiveness in directing, reviewing, and checking the work of subordinates.                |
| _____ (6) Attention to pertinent detail.  | _____ (26) Effectiveness in instructing, training, and developing subordinates in the work.             |
| _____ (7) Accuracy of operations.   | _____ (27) Effectiveness in promoting high working morale.  |
| _____ (8) Accuracy of final results.  | _____ (28) Effectiveness in determining space, personnel, and equipment needs.                          |
| _____ (9) Accuracy of judgments or decisions.   | _____ (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.               |
| _____ (10) Effectiveness in presenting ideas or facts.  | _____ (30) Ability to make decisions.   |
| _____ (11) Industry.  | _____ (31) Effectiveness in delegating clearly defined authority to act.                                |
| _____ (12) Rate of progress on or completion of assignments.  |   |
| _____ (13) Amount of acceptable work produced. (Is mark based on production records? _____) (Yes or no) |   |
| _____ (14) Ability to organize his work.  |   |
| _____ (15) Effectiveness in meeting and dealing with others.  |   |
| _____ (16) Cooperativeness.   |   |
| _____ (17) Initiative.  |   |
| _____ (18) Resourcefulness.   |   |
| _____ (19) Dependability.   |   |
| _____ (20) Physical fitness for the work.   |   |

STATE ANY OTHER ELEMENTS CONSIDERED

- \_\_\_\_\_ (A) \_\_\_\_\_  
\_\_\_\_\_ (B) \_\_\_\_\_  
\_\_\_\_\_ (C) \_\_\_\_\_

STANDARD Deviations must be explained on reverse side of this form	Adjective rating	Numerical rating	Adjective rating	Numerical rating
All underlined elements marked plus, and no element marked minus	Excellent	1	Rating official	VERY GOOD-3.
A majority of underlined elements marked plus, and no element marked minus	Very good	2 or 3		
All underlined elements marked at least with a check, and minus marks fully compensated by plus marks, or— a majority of underlined elements marked at least with a check, and minus marks on underlined elements over-compensated by plus marks on underlined elements	Good	4, 5, or 6	Reviewing official	
A majority of underlined elements marked at least with a check, and minus marks not fully compensated by plus marks	Fair	7 or 8	I have read this Report:	
A majority of underlined elements marked minus	Unsatisfactory	9	Initials of Employee.	

On the whole, do you consider the conduct of this employee to be satisfactory? Yes (See back of form)  
(Yes or no)

Rated by R. G. Danner Special Agent in Charge, November 9, 1942.  
R. G. DANNER, (Signature of rating official) (Title) (Date)

Reviewed by \_\_\_\_\_ (Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee \_\_\_\_\_ Report to employee \_\_\_\_\_  
16-26177-1 (Date) (Adjective rating) (Numerical rating)

PERSONAL AND CONFIDENTIAL

JPM/elb

November 2, 1942

Special Agent in Charge

Miami, Florida

Mr. Tolson \_\_\_\_\_

Mr. E.A. Tamm \_\_\_\_\_

Mr. Clegg \_\_\_\_\_

Mr. Glavin \_\_\_\_\_

Mr. Ladd \_\_\_\_\_

Mr. Nichols \_\_\_\_\_

Mr. Rosen \_\_\_\_\_

Mr. Tracy \_\_\_\_\_

Mr. Carson \_\_\_\_\_

Mr. Coffey \_\_\_\_\_

Mr. Hendon \_\_\_\_\_

Mr. Kramer \_\_\_\_\_

Mr. McGuire \_\_\_\_\_

Mr. Quinn Tamm \_\_\_\_\_

Mr. Nease \_\_\_\_\_

Miss Gandy \_\_\_\_\_

Re: Howard Lynn Edwards  
Special Agent

Dear Sir:

You are instructed to submit a special efficiency report relative to the above-named Special Agent. This report should be submitted immediately.

Very truly yours,

*E. Hoover*

John Edgar Hoover  
Director

NOV 3 1942

7-107 11-22-42

*JK*



JOHN EDGAR HOOVER  
DIRECTOR



Federal Bureau of Investigation  
United States Department of Justice

Washington, D. C.

December 14, 1942

JPM:FW

MEMORANDUM FOR MR. GLAVIN

RE: HOWARD LYNN EDWARDS  
Special Agent

Entered on duty	2/10/41
Reported to field	4/8/41
Present grade and salary	CAF-10 \$3500
Last salary change	12/16/41
Accounting course	Completed None
Marksmanship	Expert
Qualified in all firearms:	Yes, to date
Failed to qualify with:	None

REMARKS

On 4/8/41 he was transferred to the Miami office. On 7/28/41 he was designated Resident Agent at Tampa, Florida. On 12/16/41 he was reallocated to grade CAF-10 at \$3500 per annum.

This Agent attended the In-Service Training Course 12/1 to 12/9/41 but there is nothing in his file to indicate he was interviewed at that time.

On 4/13/42 SAC Danner said his work as Resident Agent at Tampa had been entirely satisfactory and he had shown remarkable progress. SAC Danner recommended that his headquarters be changed from Tampa to Miami in order to round out his experience and so that he could work under different conditions and receive closer supervision. On 4/30/42 his headquarters were fixed at Miami.

During an inspection of the Miami office in June, 1942, Inspector Harbo said he was average in appearance and personality, seemed to have above average intelligence, showed an entirely favorable attitude toward his work, and was sincere and a hard worker. By letter dated 6/25/42 this Agent's attention was directed to his failure to make a satisfactory grade on the Manual of Instructions during the recent inspection of the Miami office. He made 84.

On 7/15/42 SAC Danner gave him an adjective rating of GOOD, a numerical rating of 5, and said he was very conscientious, followed out his assignments to the letter, constantly displayed good judgment and intelligent planning in connection with his investigations, and appeared loyal, highly interested in his work, and possessed of initiative.

On 9/11/42 SAC Danner gave him an adjective rating of GOOD, a numerical rating of 5, and said he had handled his assignment at the Pan American Airways in an excellent manner, had made excellent contacts, had displayed supervisory ability and it was believed he had the characteristics of administrative and executive ability which would develop. He was entirely loyal, and could be rated as an above average Agent.

Mr. Tolson ☒  
Mr. E. A. Tamm ☒  
Mr. Clegg ☒  
Mr. Glavin ☒  
Mr. Ladd ☒  
Mr. Nichols ☐  
Mr. Tracy ☐  
Mr. Rosen ☐  
Mr. Carson ☐  
Mr. Coffey ☐  
Mr. Hendon ☐  
Mr. Holloman ☐  
Mr. Quinn Tamm ☐  
Mr. Harbo ☐  
Tele. Room ☐  
Mr. Nease ☐  
Miss Boehm ☐  
Miss Gandy ☐

5 DEC 31 1942

RECORDED

67-171084-56

DEC 21 1942

RECEIVED

On 9/29/42 he was considered for reallocation at which time an additional report was recommended.

On 11/9/42 SAC Danner gave him an adjective rating of VERY GOOD, a numerical rating of 3, and said he was careful as to detail, was alert, kept himself well informed as to Bureau policy, knew his Manuals, was rather quiet but not at all lacking in aggressiveness should the occasion demand, displayed good judgment and supervisory ability, was very loyal, enthusiastic, sincere, conscientious, was possessed of above average possibilities, and his progress had been steady since his entry on duty in the Bureau.

RECOMMENDATION: I recommend he be reallocated to grade CAF-11 at \$3800 per annum.

Respectfully,

*J. P. Mohr*

J. P. Mohr

✓  
Pers Rec to Dept  
12-19-42  
urg: rkhz

From. Sec  
1-15-43  
urg: mch

January 15, 1943

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
United States Department of Justice  
1800 Biscayne Building  
Miami, Florida

Dear Mr. Edwards:

It is with pleasure that I am enclosing a letter from the Attorney General advising you of your promotion from Special Agent, \$2500 per annum in Grade CAF 10 to Special Agent, \$3000 per annum in Grade CAF 11, effective January 1, 1943.

Sincerely yours,

John Edgar Hoover  
Director

AN 25 1943

Enclosure

67- 171- 57  
5 JAN 16 1943  
164

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Coffey \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Hendon \_\_\_\_\_  
Guire \_\_\_\_\_  
Ford \_\_\_\_\_

CC: SAC - Miami  
CCO - Selective Service

COMMUNICATIONS SECTION  
MAILED 15  
★ JAN 15 1943 P.M.  
FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE

*[Handwritten signature]*

*[Handwritten mark]*

DEPARTMENT OF JUSTICE  
WASHINGTON, D. C.

KGP:flh

December 19, 1942

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Department of Justice

Dear Mr. Edwards:

You are hereby transferred from one position to another in  
the Federal Bureau of Investigation as indicated:

From

Position: Special Agent

Assignment:

Grade: CAF 10 Salary: \$3500 per annum

Appropriation: "Salaries and Expenses, Federal Bureau of Investigation"  
FIELD.

To

Position: Special Agent

Assignment:

Grade: CAF 11 Salary: \$3800 per annum

Appropriation: "Salaries and Expenses, Federal Bureau of Investigation"  
FIELD.

Effective: January 1, 1943

Respectfully,

*Francis Biddle*

Attorney General.

By the Attorney General:

(signed) James Rowe, Jr.

The Assistant to the Attorney General.

Vice Charles H. Schafer—transferred 12-1-42

*file  
1-15-43  
W. J. [unclear]*

rhz

## FEDERAL BUREAU OF INVESTIGATION

CC-273

Prepared by: *[Signature]*  
Checked by: *[Signature]*  
Filed by: *[Signature]*Mr.  
Miss  
Mrs.

Date

Mr. H. Lynn Ladd

December 17, 1942

New appointment ☐Transfer ☐Promotion ☐Separation ☐

## PRESENT STATUS

1. Title:

2. Grade:

3. Salary:

Special Agent

4. Seat of Government:  
Field:

PAY 11

5. Division:

6. Appropriation:

\*Salaries and Expenses, FBI\*

## PROPOSED ACTION

7. Title:

8. Grade:

9. Salary:

Special Agent

10. Seat of Government:  
Field:

PAY 11

11. Division:

12. Appropriation:

\*Salaries and Expenses, FBI\*

13. Effective:

January 1, 1943

15. Remarks:

14. Position:

Additional: ☐

Vice:

Identical Charles W. Schafer - Transferred  
12-1-42

Respectfully submitted,

Mr. Tolson

Mr. E. A. Tamm

Mr. Clegg

Mr. Glavin

Mr. Ladd

Mr. Nichols

Mr. Rosen

Mr. Tracy

Mr. Carson

Mr. Coffey

Mr. Hendon

Mr. Mer

Mr. Tamm

Mr. Tracy

Mr. Carson

Mr. Coffey

Mr. Hendon

Mr. Mer

Mr. Tamm

COMMUNICATIONS SECTION

MAILED 3

DEC 19 1942 P.M.

FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE

5 DEC 21 1942

47-1-10-1

*[Signature]*

**Federal Bureau of Investigation  
United States Department of Justice**

Miami, Florida

APK:EMR

January 16, 1943

PERSONAL AND CONFIDENTIAL

Director, FBI

RE: H. LYNN EDWARDS  
SPECIAL AGENT

Dear Sir:

Reference is made to the Special Efficiency Report submitted on November 9, 1942 by Special Agent in Charge R. G. DANNER on this Special Agent.

In view of the statements made in Mr. Danner's report and the rating received by this Special Agent, I have made it a point to observe him and his work since my arrival in the office. I thoroughly agree with the comments made by Mr. Danner and feel that this Special Agent, although in his first office, has exhibited qualities far above the average for a Special Agent of this Bureau, especially for his length of service.

It is noted that he is Grade CAF 10 and makes a salary of \$3500 a year and this letter is to recommend taking into consideration giving this Special Agent an increase in Grade and salary, my recommendation to be CAF 11, \$3800 per year.

Very truly yours,

A. P. KITCHIN  
Special Agent in Charge

*Reallocated  
to CAF 11, 3800;  
1-1-43  
JPM,  
1/7/43*

RECEIVED

91 JAN 23 1943 - 171024-58

Searched.....	Recorded.....
Numbered.....	Filed.....
JAN 19 1943	
FEDERAL BUREAU OF INVESTIGATION	

*THRE*

153:23

February 1, 1943

Local Board Number 3  
Selective Service System  
Kundy's Corner School  
R. F. D. Number 1  
Conemaugh, Pennsylvania

~~CONFIDENTIAL~~

Gentlemen:

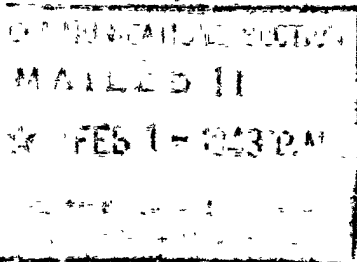
Reference is made to the Selective Service case of Mr. Howard Lynn Edwards, who is employed in this Bureau as a Special Agent, and who is duly registered at your Board. You will recall that this registrant has been placed in Class III-A due to a dependency and that deferment has also been requested by me in order to show his position here at the Bureau.

In accordance with the Selective Service regulations, I desire to advise you that Mr. Edwards, in view of his increased experience and length of service, has now been promoted to the salary of \$3000 per annum. This information is being furnished to you in order that you will, at all times, have a complete set of facts with regard to this case.

Sincerely yours,

John Edgar Hoover  
Director

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Coffey \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. McGuire \_\_\_\_\_  
Mr. Mumford \_\_\_\_\_  
Mr. Harbo \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Gandy \_\_\_\_\_



January 26, 1943

Mr.  
Federal Bureau of Investigation  
U. S. Department of Justice

Miami, Florida

Dear Sir:

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_ This will acknowledge the receipt of your contribution of  
Mr. Clegg \_\_\_\_\_ \$5.00 to the fund to be paid to the designated beneficiary of any  
Mr. Glavin \_\_\_\_\_ participating Special Agent of the Bureau who dies, from any cause  
Mr. Ladd \_\_\_\_\_ except self-destruction, while employed as a Special Agent. Pay-  
Mr. Nichols \_\_\_\_\_ ment will be made for death by self-destruction after the Agent  
Mr. Rosen \_\_\_\_\_ has been a member of the fund for two years.

Mr. Tracy \_\_\_\_\_

Mr. Carson \_\_\_\_\_

Mr. Coffey \_\_\_\_\_

Mr. Hendon \_\_\_\_\_

Mr. Kramer \_\_\_\_\_

Mr. McGuire \_\_\_\_\_

Mr. Harbo \_\_\_\_\_

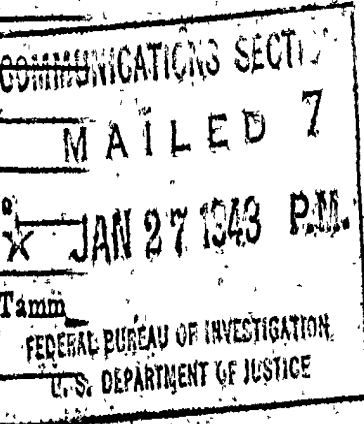
Mr. Quinn Tamm \_\_\_\_\_

Mr. Nease \_\_\_\_\_

Miss Gandy \_\_\_\_\_

Sincerely yours,

John Edgar Hoover  
Director





**Federal Bureau of Investigation  
United States Department of Justice**

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who has contributed to this fund subsequent to September 4, 1942, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of five dollars (\$5), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping, and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$5,000.

The following person is hereby designated as my beneficiary:

Name MRS. CONSTANCE M. EDWARDS Address 2425 S.W. 22d Ave, Miami, Fla  
Relationship Wife Dated Oct. 13, 1942

Very truly yours,

*W. L. Edwards*  
Howard Lynne Edwards  
Special Agent



*Check 1-26-43  
H*

*10-19  
8*

JOHN EDGAR HOOVER  
DIRECTOR



LAH:MEV  
HLE

Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

April 1, 1943

MEMORANDUM FOR MR. H. L. EDWARDS

Just before 6:00 P.M. last night, Mr. Muzzey instructed the In-Service Class not to leave their personal belongings in the classroom, Assembly Room #1, when they went to dinner. He instructed them they were not to leave their notebooks and other equipment in the room. Your notebook was found in the room at 6:00 P.M. Please submit an explanation.

L. A. Hince

MEMORANDUM FOR MR. HINCE

Because of a misunderstanding of the instructions, the writer thought they were limited to removing the notebooks and other property from the open portion of the room. Accordingly, the writer felt it satisfactory to store his notebook in the closet in the room. However, the writer wishes to make it clear that upon subsequent inquiry he learned that Mr. Muzzey was explicit in his instructions to the contrary.

It is regretted that this incident occurred and every effort will be made in the future to prevent a recurrence.

Respectfully,

*H. Lynn Edwards*  
H. Lynn Edwards  
In-Service Class #13

APR 15 1943

RECORDED

67-171084-60

Routed.....	Recorded.....
Searched.....	Checked.....
Numbered.....	Filed.....
2 APR 13 1943	
FEDERAL BUREAU OF INVESTIGATION	



April 17, 1943

CONFIDENTIAL

SAC, Miami

RE: H. LYNN EDWARDS  
SPECIAL AGENT

Dear Sir:

The above-named Special Agent attended an In-Service training course at the Seat of Government from March 29 to April 11, 1943.

He attained the following grades:

Notebook	Excellent
Written Examination	98

Hip Shooting	92
Practical Pistol Course	84
Shotgun	100
.30 Rifle	70
Machine Gun	85

Mr. Tolson \_\_\_\_\_  
Mr. E.A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Coffey \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Harbo \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. McGuire \_\_\_\_\_  
Mr. Mumford \_\_\_\_\_  
Mr. Piper \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

The firearms grades should be entered on the individual field firearms training record card.

Very truly yours,

COMMUNICATIONS SECTION

MAILED 10

cc - H. L. Jones, Jr. P.M.

FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE

John Edgar Hoover  
Director

CW

March 30, 1943

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
U. S. Department of Justice  
Miami, Florida

Mr. Tolson—Dear Sir:

Mr. E. A. Tamm—

Mr. Clegg— This will acknowledge the receipt of your contribution of  
Mr. Coffey—\$5.00 to the fund to be paid to the designated beneficiary of any  
Mr. Glavin—participating Special Agent of the Bureau who dies, from any cause  
Mr. Ladd—except self-destruction, while employed as a Special Agent. Pay-  
Mr. Nichols—ment will be made for death by self-destruction after the Agent  
Mr. Rosen—has been a member of the fund for two years.

Mr. Tracy—

Mr. Carson—

Mr. Harbo—

Mr. Hendon—

Mr. McGuire—

Mr. Mumford—

Mr. Piper—

Mr. Quinn, Tamm—

Mr. Nease—

Miss Gandy—

Sincerely yours,

E. Hoover

John Edgar Hoover  
Director

COMMUNICATIONS SECTION

MAILED 6

★ MAR 30 1943 P.M.

FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE

7 APR 1 1943  
67-NOT RECORDED  
Jdk



**Federal Bureau of Investigation**  
**United States Department of Justice**

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who has contributed to this fund subsequent to January 15, 1943, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of five dollars (\$5), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$5,000.

The following person is hereby designated as my beneficiary:

Name CONSTANCE MURTHA EDWARDS Address c/o H. Lyne Edwards, F.B.I.  
Relationship WIFE Dated February 16, 1943

Very truly yours,



*H. Lyne Edwards*  
Special Agent

*2-23*

*98*

Federal Bureau of Investigation  
United States Department of Justice  
1300 Biscayne Building  
Miami, Florida  
January 19, 1943

Mr. Tolson ✓  
Mr. E. A. Tamm  
Mr. Clegg  
Mr. Glavin  
Mr. Ladd  
Mr. Nichols  
Mr. Rosen  
Mr. Tracy  
Mr. Carson  
Mr. Coffey  
Mr. Hendon  
Mr. McGuire  
Mr. Mumford  
Mr. Quinn Tamm  
Mr. Nease  
Miss Gandy

PERSONAL ATTENTION

Director, FBI

RE: H. LYNN EDWARDS, Special Agent  
Personnel Matters

Dear Sir:

I am in receipt of your letter dated January 15, 1943 advising me of my recent promotion in grade and salary.

Please accept this letter as an expression of my sincere appreciation for this good news. I assure you that I shall continue to do my utmost to maintain the Bureau's high standards and to further its work.

Respectfully yours,

*H. Lynn Edwards*  
H. LYNN EDWARDS,  
Special Agent

HLE  
cc: SAC Miami

67-171084-  
139  
8 11 16

Special Agent HOWARD LYNN EDWARDS  
ANNUAL EFFICIENCY REPORT

3/31/43

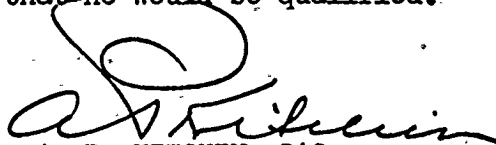
This Special Agent has a very good personal appearance, has a good personality, is extremely neat and immaculate in dress, and apparently is in excellent physical condition. He has a thorough knowledge of the Bureau's rules and regulations, policies and procedures, which knowledge he has applied very intelligently in his duties as night man, having been assigned to the shift from midnight to morning for the past several months in this office. His knowledge of the Bureau's policies has proven very advantageous in the handling of matters reported by the Army-Navy Joint Information Center. He possesses initiative and uses it, and apparently is resourceful. He is not especially forceful, probably lacks some degree of force; however, he is possessed of above average intelligence, is ambitious and industrious. His volume of work is above the average. He has utilized good judgment, and is possessed of good common sense. His reported matter has been accurate and entirely satisfactory. With reference to his attitude toward his work, this is commendable. Although he has been assigned to the night shift for a long period of time, he has made no comment concerning a desire to be placed in a different position, willingly accepts assignments, and appears to be entirely loyal to the Bureau and amenable to discipline.

He is an excellent dictator, having been rated second out of 73 Agents considered by stenographers of this office. He operates an automobile very satisfactorily. He has testified in U. S. District Court on one occasion and before the U. S. Grand Jury on several occasions since his assignment to this district, and has made a very satisfactory witness. I feel that he is qualified to handle dangerous assignments, and to operate on physical surveillances. He has not been assigned to any type of surveillance due to his assignment as cited above; however, I feel he is entirely capable in this regard. He does not write shorthand, but does operate a typewriter, using the hunt and peck system. His reports are very good and require a minimum of supervision. He has an excellent ability to contact officers and business men, although since my arrival here he has not had occasion to become associated with the public to a large degree. I feel, however, that he has the personality, confidence in himself, and other attributes that would make him good on this type of assignment. He has a very good ability to organize and initiate his work, and, as stated above, his volume is above average. He has handled all types of assignments during the time he was Resident Agent at Tampa, and has made numerous case reviews of various cases in this office in both National Defense and criminal investigations.

I am definitely of the opinion that he possesses supervisory and some administrative ability, but he has not yet exhibited any executive ability. He has not been assigned to any technical surveillances. His overtime is slightly above the average, having performed 99.43 per month, as compared with the office average for Agents of 96.02 during the past year.

67-171084-61  
FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE

He is married and has one child, and apparently is not interested in SIS assignment, although I feel that he would be qualified.

  
A. P. KITCHIN, SAC

APK:MH

I have read this report.

H.J.E.



# REPORT OF EFFICIENCY RATING

REGULAR ( ) INTERIM ( )  
PROBATIONARY—1ST ( ) 2D ( )

Classification Symbols  
CAF 11 \$3500  
(Service) (Grade) (Class)

As of March 31, 1943 based on performance during period from Apr. 1, 1942 to March 31, 1943

HOWARD LYNN EDWARDS SPECIAL AGENT FEDERAL BUREAU OF INVESTIGATION  
(Name of employee) (Title of position) (Bureau)

U. S. DEPARTMENT OF JUSTICE MT AMT  
(Division) (Section) (Subsection or unit) (Field office)

ON LINES BELOW MARK EMPLOYEE	1. Underline the elements which are especially important in the position. 2. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning employees on all elements pertinent to the position whether in <i>italics</i> or not. 3. Before rating, become thoroughly familiar with instructions in the rating manual.	CHECK ONE: Administrative, supervisory, or planning <input type="checkbox"/> All others <input type="checkbox"/>
---------------------------------	---	--

- |  |   |
|--|---|
| ----- (1) Maintenance of equipment, tools, instruments.  | ----- (21) Effectiveness in planning broad programs.  |
| ----- (2) Mechanical skill.  | ----- (22) Effectiveness in adapting the work program to broader or related programs.                   |
| ----- (3) Skill in the application of techniques and procedures.   | ----- (23) Effectiveness in devising procedures.  |
| ----- (4) Presentability of work (appropriateness of arrangement and appearance of work).                | ----- (24) Effectiveness in laying out work and establishing standards of performance for subordinates. |
| ----- (5) Attention to broad phases of assignments.  | ----- (25) Effectiveness in directing, reviewing, and checking the work of subordinates.                |
| ----- (6) Attention to pertinent detail.   | ----- (26) Effectiveness in instructing, training, and developing subordinates in the work.             |
| ----- (7) Accuracy of operations.  | ----- (27) Effectiveness in promoting high working morale.  |
| ----- (8) Accuracy of final results.   | ----- (28) Effectiveness in determining space, personnel, and equipment needs.                          |
| ----- (9) Accuracy of judgments or decisions.  | ----- (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.               |
| ----- (10) Effectiveness in presenting ideas or facts.   | ----- (30) Ability to make decisions.   |
| ----- (11) Industry.   | ----- (31) Effectiveness in delegating clearly defined authority to act.                                |
| ----- (12) Rate of progress on or completion of assignments.   |   |
| ----- (13) Amount of acceptable work produced.. (Is mark based on production records? -----) (Yes or no) |   |
| ----- (14) Ability to organize his work.   |   |
| ----- (15) Effectiveness in meeting and dealing with others.   |   |
| ----- (16) Cooperativeness.  |   |
| ----- (17) Initiative.   |   |
| ----- (18) Resourcefulness.  |   |
| ----- (19) Dependability.  |   |
| ----- (20) Physical fitness for the work.  |   |

STATE ANY OTHER ELEMENTS CONSIDERED

STANDARD			Adjective rating	Numerical rating
Deviations must be explained on reverse side of this form *				
All underlined elements marked plus, and no element marked minus	Adjective rating	Numerical rating	Rating official	VERY GOOD
A majority of underlined elements marked plus, and no element marked minus	Excellent	1		
All underlined elements marked at least with a check, and minus marks fully compensated by plus marks, or a majority of underlined elements marked at least with a check, and minus marks on underlined elements overcompensated by plus marks on underlined elements	Very good	2 or 3	Reviewing official	
A majority of underlined elements marked at least with a check, and minus marks not fully compensated by plus marks	Good	4, 5, or 6		
A majority of underlined elements marked minus	Fair	7 or 8		
	Unsatisfactory	9		

On the whole, do you consider the conduct of this employee to be satisfactory? Yes (See back of form)  
(Yes or no)

Rated by A. J. Killeen Special Agent in Charge March 31, 1943  
(Signature of rating official) (Title) (Date)  
Reviewed by W. V. Glavin Assistant Director JUN 28 1943  
(Signature of reviewing official) (Title) (Date)  
Rating approved by efficiency rating committee \_\_\_\_\_ Report to employee \_\_\_\_\_  
(Date) (Adjective rating) (Numerical rating)



TJS:ATW

Federal Bureau of Investigation  
United States Department of Justice

Washington, D. C.

April 12, 1943

CP 387

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Coffey \_\_\_\_\_  
Mr. Glavin ☒ \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Harbo \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. McGuire \_\_\_\_\_  
Mr. Mumford \_\_\_\_\_  
Mr. Piper \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Beahm \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

MEMORANDUM FOR MR. GLAVIN

Re: H. Lynn Edwards (w)  
Special Agent  
Miami Field Division

I spoke to this Special Agent on April 12, 1943. He was attending In-Service Training School.

I was very favorably impressed with Mr. Edwards. He appears to me to be mature, intelligent and with his length of service in the Bureau, I would class him as above average. He is possessed of a good appearance and an excellent personality and should have an excellent future in the Bureau.

Mr. Edwards has been a Special Agent in the field since April, 1941 and he has been assigned to the Miami Office solely. He indicated to me that he would like to have the records reflect his office of preference as (1) Miami and (2) Pittsburgh. Mr. Edwards said that if the Bureau intends to transfer him at this time, he would appreciate being transferred to Pittsburgh since it is close to the home of both he and his wife. He would prefer to remain in Miami, however, but feels that possibly he will be transferred since he is still in his first office.

It is recommended that this Agent be transferred from Miami to another field division in view of his capabilities so that he can be kept in mind for further advancement.

Respectfully,

T. J. Scott

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67-1710 8-4-62  
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49-24



Trans letters prep 4-17-43  
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LAH:MMH  
66-3665-1022

April 7, 1943

Mr. A. P. Kitchin  
Federal Bureau of Investigation  
1300 Biscayne Building  
Miami, Florida

Dear Mr. Kitchin:

The Bureau has given careful consideration to the suggestions contained in your letter dealing with the curtailment of paper work:

1. It was suggested that forms similar to those used for Special Agent interviews be furnished by the Bureau for the purpose of reporting clerical applicant interviews. The Bureau is not adopting this suggestion at this time in view of the fact that there will be pending in the field a small number of clerical applicants. Although forms ordinarily facilitate the preparation of reports of this type and when there is a large volume of work to be done the form would be particularly helpful, there does not appear to be much saving to be gained at the present time. There is the disadvantage in the use of such forms of a tendency to prepare stereotyped reports. With a small number of applicants to be interviewed, the Bureau believes the more pliable communication will result in a clearer and more pertinent report.

2. It was suggested that all letters of transmittal be prepared with the original letter only and without abstract slips. The Bureau has been unable to adopt this suggestion because it is necessary at the Seat of Government to have abstract slips on the file in order to identify the enclosure which is transmitted.

3. It was suggested that the original only be required in connection with correspondence relating to applicants, including National Police Academy applicants, when only one applicant is referred to. The Bureau believes

Mr. Tracy ~~that it will be necessary~~ to retain the present regulation in view of the fact  
Mr. E. A. Tamm ~~that the same rule~~ which makes it necessary to have more than one copy of  
Mr. Clegg ~~the usual~~ correspondence apply to applicant correspondence. Having more  
Mr. Coffey ~~than one copy~~ makes it possible to complete the file while taking action,  
Mr. Glavin ~~on the other copies.~~

Mr. Ladd ~~It was suggested that only the usual original and two copies of letters~~  
Mr. Nichols ~~in National Defense cases be required. It is not quite clear just what~~  
Mr. Rosen ~~type of letters are referred to in view of the fact that the requirement~~  
Mr. Tracy

Mr. Carson \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. McGuire \_\_\_\_\_  
Mr. Mumford \_\_\_\_\_  
Mr. Harbo \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

cc: Mr. Glavin

Approved by Executive Conference, Messrs. E. A. Tamm, Rosen, Mumford, Tracy, Piper, Hendon, Nichols, Coffey, Glavin and Hince being present.  
March 30, 1943.

V.  
H  
H

with regard to regular correspondence applies to National Defense correspondence. If additional information can be furnished on this suggestion, it will be possible for the Bureau to give it further consideration.

5. It was suggested that the Bureau furnish a very brief form for use in removing wanted notices placed with the Identification Division so that it will be only necessary to insert the date and the name of the fugitive. The form letter presently being used has been carefully reviewed and it is believed that this form should be retained; that all of the data required is essential because of the difficulty encountered in identifying individual names in the Identification Division file.

6. It was suggested that the long distance telephone log be discontinued. The Bureau is unable to understand this suggestion in view of the fact that the log is necessary in a field office in order that the calls made and charged for by the telephone company may be checked. It is recognized that the length of the calls cannot be checked under the present regulation; however, it is possible to check whether calls charged for as originating in the office were actually placed.

7. It was suggested that radio scripts not be furnished to any field office unless that office has arranged a radio program and requests such material. The Bureau, as a matter of policy, has arranged for these scripts to be prepared in advance rather than await requests. This policy has been followed with the thought that it would be better to be forearmed than to prepare scripts as short notices.

8. It was suggested that identifying data concerning temporary confidential informants be listed on the same page as undeveloped leads in investigative reports. The Bureau was unable to adopt this suggestion in view of the fact that information concerning undeveloped leads is furnished to outside agencies whereas information pertaining to confidential informants is not furnished to outside agencies.

9. It was suggested that the Bureau authorize all field offices, regardless of distance from Washington, to report by teletype the arrival and departure of Agents. The Bureau has carefully considered this problem and has adopted a uniform procedure whereby Agents on transfer are to be reported by teletype when the office is more than twenty-four hours mail time from Washington, other offices will report by letter.

10. It was suggested that only the original of letters relating to vouchers and automobiles be furnished to the Bureau; that only the original and no

abstract slips be furnished to the Bureau in connection with the monthly inventory of tires and tubes, reports on extraordinary expenditures, reports on confidential fund, and quarterly reports on inventory of ammunition. The Bureau is unable to approve this suggestion in view of the fact that the same rule which requires more than one copy of letters in ordinary Bureau correspondence applies to the matters referred to in this communication. It is necessary that more than one copy be available so that the file may be completed while action is being taken on other copies.

11. It has been suggested that memoranda be submitted for reports in cases in which there is no violation of Federal law and in which there is no basis for further investigation. You will observe that the Bureau has to a certain extent approved this suggestion as indicated by Bureau Bulletin No. 14, Second Series 1943, dated March 17, 1943. This Bulletin provides under certain circumstances for the closing of investigative cases by memoranda. For the present and pending observation of the operation of the recent regulation, the Bureau does not desire to effect any extension. Following observation of this recent regulation, if any extension is desired, it will be made.

12. It was suggested that some time might be saved if all thin whites and yellows were punched as are report forms in order to eliminate the punching of each file copy or the punching of the same in small bunches. The Bureau has found it impractical to arrange for the preparation of supplies at this time in the manner suggested in view of the large quantity of such supplies which are already available in the usual form. It is suggested that you may desire to arrange to have each stenographer provided with a suitable supply of punched correspondence which can be punched in one group by an employee of your office. This may result in some time saving.

13. It was suggested that the Bureau furnish cards of the same size but different color for use in the Kardex File (No. 3 Register) to keep a record of the movements of Agents away from headquarters. The Bureau has considered this problem and believes that it should not be necessary to provide cards of a different color for this. There is no objection to using the same type of cards for recording the movements of Agents away from the headquarters city as is used for recording the movements of Agents within the headquarters city; as a matter of fact, all of these cards may be maintained in the same Kardex File.

14. It has been suggested that the Bureau adopt a policy of furnishing complaints and letters received at the Seat of Government to each field office for information purposes and that instructions not be issued to conduct an investigation or interview the complainant when the field office already has a file on the subject. It was pointed out by Special Agent Leon O. Prior in

his memorandum of December 29, 1942, that the Special Agents of a field office are in a better position to evaluate complaints and the reliability of informants because of the information contained in the field office files which is not available to the Bureau supervisors. The Bureau believes there is considerable merit to this suggestion and although it has not been possible to adopt this suggestion as a general regulation, the valuable comments which were made by Special Agent Prior with regard to the supervision of cases at the Seat of Government are being made available to the supervisors for their guidance.

15. It has been suggested that when one field division is requested by teletype to conduct an investigation and furnish a teletype summary that the teletype summary be considered sufficient and that the follow-up report be dispensed with. The Bureau has given very careful consideration to similar suggestions which have been received from a number of other employees. The Bureau recognizes the obvious merit in the suggestion; however, it has not been possible to adopt this suggestion. This matter was referred to a special subcommittee, to a conference of Special Agents in Charge and Inspectors, and the Executive Conference of the Bureau; after careful review, it has been decided that in the interest of uniformity, it would be desirable to retain the present regulation. You will note, as has been indicated above, that the Bureau has made certain amendments with regard to the submission of reports as set out in Bureau Bulletin No. 14. Pending observation of the operations of the regulation recently issued, the Bureau does not desire to make an extension at this time.

16. It was suggested that whenever a complaint is received by letter from an outside source and the subject is not named, the correspondence be placed in the appropriate "O" file rather than have a new file opened. It is recognized that there is considerable merit in this suggestion and that an obvious complicating factor in the opening of files has been observed; however, the Bureau believes that the difficulties encountered in the opening of new files on persons on whom there is an existing file can be limited by a prompt and accurate check of the field office indices. It is recognized that in many instances, it will be necessary to effect a consolidation of these files. The Bureau does not object to this procedure.

17. It was suggested that whenever a field office desires to have another office check its indices, that such a request be written as a letter rather than as an undeveloped lead in an investigative report. It has been pointed out that this will save the time required to handle the reports both in the field and at the Seat of Government. The Bureau believes there is considerable merit in this suggestion and steps are being taken to issue appropriate instructions.

Although it has not been possible to adopt all of the suggestions contained in your communication, you may be sure that I am appreciative of your thoughtfulness in submitting them. Many of the suggestions indicate extreme thoughtfulness on the part of the employees of your office in answer to the Bureau's request for ideas on the curtailment of paper work. Permit me to express to you and through you to the employees my appreciation for these thoughtful suggestions. I have noted the suggestions from Special Agent J. D. Colglasier, Leon O. Prior and H. Lynn Edwards, and from clerical employees, Eloise Thomas, Mattye Havens and Martha G. Head. Please transmit to these employees my thanks for their interest.

Sincerely yours,

W. A. Rorer Director

Federal Bureau of Investigation  
United States Department of Justice  
MIAMI, FLORIDA

January 8, 1943

Director, FBI

Dear Sir:

Reference is made to Bureau letter dated December 11, 1942, # 203, requesting recommendations for the curtailment of paper work and administrative burden.

I have taken this matter up with employees of this office, and have received the following suggestions which I feel are deserving of consideration:

Special Agent J. D. COLGLAZIER has stated that all field offices open a number of cases, other than National Defense, which prove to have no basis and do not constitute violations of Federal Law; that in the past it has been the policy to write reports on many of these matters. He suggests that a considerable amount of paper work would be eliminated by closing with a memorandum for the file, rather than a closing report, it being discretionary with the Agent in Charge whether a case might be closed administratively.

Stenographer MARTHA G. MEAD has stated that in some offices stenographers are required to punch holes in the file copies of all outgoing mail to facilitate the filing of same. She suggests that all thin white and yellow onionskin paper be punched as are report forms in order to eliminate the punching of each file copy or the punching of same in small bunches.

Stenographer MATTYE HAVENS has suggested the following:  
That the Bureau furnish cards of the same size but different color for use in the Kardex file (# 3 register) to keep a record of the movements of Agents away from headquarters. It is now necessary to check the # 3 Register to determine whether an Agent is in the headquarters city, and, if he is not, it is then necessary to check the box containing cards with notations relative to the whereabouts of Agents away from headquarters.

That forms similar to those for Special Agent interviews be furnished by the Bureau for reporting clerical applicant interviews. This will make it unnecessary to prepare the required copies of letters and abstract slips.

That all letters of transmittal, which contain no additional information of value, have only the original with no abstract slips.

66-2573-

66-2573-



DIRECTOR

1-8-43

That only the original be required in connection with correspondence relating to applicants, including NPA, when only one applicant is referred to.

That only the usual original and two copies of letters in National Defense matters be required when the letter applies to some administrative detail and it is obvious no copy will be furnished another agency.

That the Bureau furnish a very brief form for use in removing wanted notices placed with the Identification Division, making it necessary to insert only the date and the name of the fugitive.

That the long distance telephone log be discontinued.

That suggested radio scripts should not be furnished unless the field office has arranged a radio program and requests such material.

That, if it is permissible, field offices be informed that temporary informants may be listed on the same page as, and following, undeveloped leads. Quite frequently two pages must be utilized to set out a short lead and to identify one temporary informant.

That the Bureau authorize all field offices, regardless of distance from Washington, to report by teletype the arrival and departure of Agents. Such short messages could be sent during the time the line to Washington is in use and would not materially affect the cost of another teletype; and any such extra cost would be taken care of by the saving of a teletype from the Bureau requesting such information before the letter reporting same has cleared.

Clerk ELOISE THOMAS has suggested that only the original of letters relating to vouchers and automobiles be furnished the Bureau; that only the original and no abstract slips be furnished to the Bureau in connection with the monthly inventory of tires and tubes, reports on extraordinary expenditures, reports on confidential fund, and quarterly reports on inventory of ammunition.

Since they are rather lengthy, I am enclosing memoranda submitted by Special Agents LEON O. PRIOR and H. LYNN EDWARDS relative to certain suggestions they have for the streamlining of Bureau work.

Very truly yours

*A. P. Kitchen*

A. P. KITCHIN, SAC

APK MH

COPY

8 mi, Florida  
December 29, 1942

MEMORANDUM FOR THE SPECIAL AGENT IN CHARGE:

RE: SUGGESTIONS FOR STREAMLINING BUREAU WORK

Reference is made to your recent request for suggestions on the captioned matter. The writer submits the following for your consideration:

1. There are numerous instances where one field division is requested by teletype to conduct certain investigations and furnish a teletype summary of the results. It is assumed that the office of which the request is made is not the office of origin. In such cases, it is suggested that the auxiliary office be permitted the option of stating in its teletype reply that the case is being considered RUC by the teletype, thereby dispensing with the necessity for repeating the information in a follow-up report. The RUC statement in the teletype would then serve as notice to the office of origin, or the office requesting the investigation, to incorporate the teletyped information in its next investigative report. Of course, in cases where the auxiliary office does not report all details in the teletype reply, the RUC statement would not be made and a report incorporating all details would have to be submitted; this, however, would be in but few instances, and permission to exercise the option would, it is believed, eliminate considerable repetitious paper work.

2. Frequently an office receives a communication from an individual requesting an Agent to call upon him for information, and the communication fails to name the subject. It appears that the office policy in such cases has been either to write to the complainant requesting the name of the subject and specific details or, in instances where the complainant appears to be a reliable or prominent person, to open a file "Unknown Subject; JOHN DOE, Informant," and assign the same to an Agent for an interview. In the latter case, it usually happens that the subject turns out to be the consolidated with the existing one; and it sometimes occurs that the indices subject of an existing file, and it is then necessary to have the new file will not be searched until some repetitious investigation has been conducted and the Bureau is embarrassed by having a source of information tell the Agent that "another one of your men was here a week ago checking on the same subject." Accordingly, it is suggested that a file should not be opened on an incoming communication where the subject is not named, but the communication should be serialized in a general file maintained for such cases, a tickler should be made, and the interview assigned to an Agent. The Agent should then go no further than the original interview enabling him to ascertain the subject and substance of the complaint; he should then refer the matter to the supervisor, who would have the indices searched and if no file existed the supervisor would determine whether the complaint was sufficiently specific to warrant opening a case or whether it should be placed in an appropriate zero file. This would eliminate much unnecessary duplication in opening files, in investigating, and would do away with so much administrative closing of cases which should never have been opened.

3. Reference is made to the general Bureau policy requiring the submission of a report in all cases where an auxiliary office covers an undeveloped lead. It has been observed that a great many undeveloped leads consist of a request for an auxiliary office to check its indices and furnish any information reflected in the files regarding a named person. It is suggested that such requests for index checks be made by letter and that the reply be by letter to the office of origin when the check is negative. This will make it unnecessary for the Bureau to handle these additional reports, which actually contain no information, and will eliminate the supervision of leads which have to do only with a check of indices.

H. LYNN EDWARDS  
Special Agent

**Federal Bureau of Investigation**  
**United States Department of Justice**

MIAMI, FLORIDA

April 28, 1943

Director, FBI

Re: Special Agent H. LYNN EDWARDS  
ANNUAL EFFICIENCY REPORT

Dear Sir:

With reference to my letter of April 14, 1943, this Agent has initialed the carbon copy of the annual efficiency report which was submitted to the Bureau.

Very truly yours

*A. P. Hitchin*  
A. P. HITCHIN, SAC

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2 MAY 1 1943	
FEDERAL BUREAU OF INVESTIGATION	

*[Signature]*



OH:NCL

Washington Field Division  
1435 K Street, Northwest  
Washington, D. C.  
May 3, 1943

Director, FBI

Dear Sir:

This is to advise that Special Agent H. LYNN EDWARDS arrived in this district under transfer from the Miami Field Office at 8:30 p.m., April 30, 1943.

Agent EDWARDS is residing at 136 B Street, N. E. His telephone number is TRInidad 9604.

In the event of an emergency he has requested that his wife, at the same address, be notified.

Very truly yours,

GEY HOFTEL  
SAC

MAY 8 1943

1-64



Federal Bureau of Investigation  
United States Department of Justice

Washington, D. C.

April 22, 1943

JSR:mgc

MEMORANDUM FOR MR. TOLSON

RE: IN-SERVICE TRAINING COURSE  
March 29 TO April 11, 1943  
SPECIAL AGENT - H. LYNN-EDWARDS  
EOD - 2-10-41  
GRADE - CAF 11  
SALARY - \$3800  
ASSIGNED TO - Miami

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Coffey \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Harbo \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. McGuire \_\_\_\_\_  
Mr. Mumford \_\_\_\_\_  
Mr. Piper \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Beahm \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

This Special Agent attended the In-Service Training Course as indicated above, during which period he was not afforded a physical examination.

This Special Agent attained the following grades:

Notebook	Excellent
Written Examination	98
Hip Shooting	92
Practical Pistol Course	84
Shotgun	100
.30 Rifle	70
Machine Gun	85
General Firearms Ability	Satisfactory

MAY 3 1943  
67-NOT RECORDED

REMARKS: Interviewing Official - Mr. T. J. Scott

"I was very favorably impressed with Mr. Edwards. He appears to me to be mature, intelligent and with his length of service in the Bureau, I would class him as above average. He is possessed of a good appearance and an excellent personality and should have an excellent future in the Bureau.

"Mr. Edwards has been a Special Agent in the field since April 1941, and he has been assigned to the Miami Office solely. He indicated to me that he would like to have the records reflect his office of preference as (1) Miami and (2) Pittsburgh. Mr. Edwards said that if the Bureau intends to transfer him at this time, he would appreciate being transferred to Pittsburgh since it is close to the home of both he and his wife. He would prefer to remain in Miami, however, but feels that possibly he will be transferred since he is still in his first office.

"It is recommended that this Agent be transferred from Miami to another field division in view of his capabilities so that he can be kept in mind for further advancement."



*He has already  
been transferred*  
*JSR*

Very truly yours,

*H. H. Clegg*  
H. H. Clegg

PUBLIC SPEAKING AND TESTIFYING IN COURT

Based upon five minute speech and interrogation..

NAME

H. Lynn Edwards

OFFICE OF ASSIGNMENT

Miami

DATE

4-1-43

1. APPEARANCE:

Good

2. DELIVERY:

Good

3. SUBJECT MATTER:

Good

4. APPRAISAL OF QUALIFICATIONS:

A. Bureau Speaker

1. Fully qualified

2. Potential Ability

3. Not qualified

B. Police Instructor

1. Fully qualified

2. Potential Ability

3. Not qualified

C. Ability under cross examination

Good

5. REMARKS:

J. H. Leach

JOHN EDGAR HOOVER  
DIRECTOR



Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

May 24, 1943

JHM: FW

MEMORANDUM FOR MR. GLAVIN

RE: ~~HOWARD~~ LYNN EDWARDS  
Special Agent  
Washington Field Office

EOD

Reported to field  
Grade and Salary  
Last Salary Change

Age

Marital Status

Legal Residence

Offices of Preference

Outstanding Endorsers

Draft Status

Deferment Requested

Accounting Course

Marksmanship

Qualified

Failures

2/10/41

4/8/41

CAF-11 \$3800

1/1/43

28

Married (1 child)

Nanty Glo, Pa.

Miami, Pittsburgh

None

3-A

Yes

Completed None

Expert

Yes

None

Mr. Tolson.....  
Mr. E. A. Tamm.....  
Mr. Clegg.....  
Mr. Glavin.....  
Mr. Ladd.....  
Mr. Nichols.....  
Mr. Rosen.....  
Mr. Tracy.....  
Mr. Egan.....  
Mr. Gurnea.....  
Mr. Harbo.....  
Mr. Hendon.....  
Mr. Mumford.....  
Mr. Starko.....  
Mr. Quinn Tamm.....  
Mr. Nease.....  
Miss Gandy.....

2 JUN 2 1943  
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54 33  
5 JUN 2 1943

HEAT

FOR DEFENSE



BUY  
UNITED  
STATES  
SAVINGS  
BONDS  
AND STAMPS



Since his entry on duty in the Bureau on 2/10/41 this Agent has been assigned to the Miami Field Division and on 4/30/43 he was transferred to the Washington Field Office. While assigned to the Miami Field Division he served as Resident Agent at Tampa, Florida. He has received periodic increases and at the present time is in grade CAF-11, \$3800 per annum.

This Agent has made steady progress since his assignment to the field. The reports submitted on him reflected that he made an excellent appearance, had an average personality, was interested, intelligent, conscientious and loyal, possessed good judgment, wrote good reports, needed no more than average supervision, possessed aggressiveness and initiative and above average possibilities, had displayed supervisory ability, and it was believed that he had the characteristics of administrative and executive ability which would develop. It was also reported that he was inclined to be self-conscious, blushed rather readily, accomplished results by hard work rather than utilizing any great amount of imagination, prepared reports which were unnecessarily long, appeared to be easily flustered in the field office, and was rather quiet but not at all lacking in aggressiveness should the occasion demand.

On March 30, 1943, this Agent left his notebook in the closet of Assembly Room #1 after instructions had been given that no personal belongings or other equipment was to be left in the room when the Agents went to dinner. He attributed this to misunderstanding of the instructions.

Mr. T. J. Scott interviewed this Agent during his attendance at In-Service Training School during March and April, 1943, and said he was above average, possessed a good appearance and an excellent personality, and should have an excellent future in the Bureau.

On the annual efficiency ratings for the period ending March 31, 1943, SAC Kitchen gave him an adjective rating of VERY GOOD and said he had a very good personal appearance and a good personality, had a thorough knowledge of the Bureau's rules and regulations and policies and procedures, possessed and used initiative, was resourceful, probably lacked some degree of force but was ambitious and industrious, produced an above average volume of work, utilized good judgment and possessed good common sense, reported matters accurately and in an entirely satisfactory manner, exhibited a commendable attitude toward his work, was an excellent dictator and a very satisfactory witness, was qualified to handle dangerous assignments and operate on physical surveillances, required a minimum of supervision, had an excellent ability to contact officers and business men, had a very good ability to organize and initiate his work, had handled all types of assignments and had made numerous case reviews of various cases in both National Defense and criminal investigations, definitely possessed supervisory and some administrative ability. This Agent is married and has one child and apparently is not interested in an SIS assignment.

RECOMMENDATION: It is recommended that this Agent be transferred to the SOG for assignment to the Personnel Unit of the Chief Clerk's Office.

Respectfully,

M. W. Acers  
M. W. Acers

Recommended  
approved

Transmitted  
per 5-31-43  
Waggon

012  
5726  
4

GH:AM

**Federal Bureau of Investigation**  
**United States Department of Justice**

Washington, D. C.

June 7, 1943

PERSONAL

Director, FBI

Re: H. Lynn Edwards  
Special Agent

Dear Sir:

There are being transmitted herewith the Field personnel file, Field firearms and scientific training card, and leave record of the captioned employee who has been transferred to the Personnel Division of the Bureau.

Very truly yours,

GUY HOTTEL  
SAC

enclosures

RECORDED JUN 23 1943

67-171084-66

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FEDERAL BUREAU OF INVESTIGATION	



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luc edw  
slip det  
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*Dated  
JUN*

*the*

*[Signature]*

*File Section*

EMF

Prepared by: *EMF*  
Checked by:  
Filed by: *EEZ*

June 26, 1943

Special Agent in Charge  
Washington, D. C.

Dear Sir:

It is requested that the Field Personnel File of Special Agent H. Lynn Edwards be forwarded to the Bureau as soon as possible.

Very truly yours,

John Edgar Hoover  
Director

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Coffey \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Acers \_\_\_\_\_  
Mr. Carson \_\_\_\_\_

Mr. Harbo  
Mr. Hendon  
Mr. Mumford  
Mr. Starke  
Mr. Quinn Tamm  
Mr. Nease  
Miss Gandy  
COMMUNICATIONS SECTION  
MAILED 9  
JUN 26 1943 P.M.  
FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE

RECORDED  
JUL 2 1943

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90 72  
5 JUN 28 1943

*Jim*

*EMF*

Request that the Field Personnel File  
of Mr. H. Lynn Edwards, Special Agent,  
be forwarded to the Bureau as soon as  
possible.

Per W. R. Glavin  
EMF

9 JUL 2 1943  
RECORDED  
INDEXED  
H. L. Edwards  
JUL 26 1943  
W. R. Glavin

RE-TRAINING

3-29-43 to 4-11-43

H. LYNN EDWARDS  
Special Agent  
Transfer Efficiency Report

100 2-10-41

Agent EDWARDS arrived here on April 30, 1943, on transfer from Miami. He left this office on transfer to the Bureau on June 1, 1943.

Agent EDWARDS presents a very neat and mature appearance and has a pleasing personality. During his short assignment at the Field Office, I was unable to observe him in the use of firearms, in automobile driving and testifying. He was assigned Selective Service work and handled it in a very satisfactory manner. He handled a project while here and gave a very good account of himself on this assignment. His reports were submitted with a minimum amount of errors and he seemed to take the minimum amount of time to handle his paper work. He seemed to be extremely interested in his work and produced a good volume of work.

H.L.E. 7/16/43  
Initials

6-2

noted  
C.E.W.  
BET

8 AUG 3 1943  
RECORDED

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90  
RECORDED  
FEDERAL BUREAU OF INVESTIGATION  
U.S. DEPARTMENT OF JUSTICE

*[Handwritten signature]*

# REPORT OF REGULAR ( ) INTERIM ( ) PROBATIONARY—1ST ( ) 2D ( )

## EFFICIENCY RATING

Classification Symbols		
CAF-11	\$3800	
(Service)	(Grade)	(Class)

As of June 1, 1943 based on performance during period from April 30 to June 1, 1943

H. LYNN EDWARDS Special Agent FBI  
(Name of employee) (Title of position) (Bureau)

Washington  
(Division) (Section) (Subsection or unit) (Field office)

<b>ON LINES BELOW MARK EMPLOYEE</b>  ✓ if adequate — if weak + if outstanding	<b>1. Underline the elements which are especially important in the position.</b> <b>2. Rate only on elements pertinent to the position.</b> a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning employees on all elements pertinent to the position whether in <i>italics</i> or not. <b>3. Before rating, become thoroughly familiar with instructions in the rating manual.</b>	<b>CHECK ONE</b>  Administrative, supervisory, or planning <input type="checkbox"/> All others <input checked="" type="checkbox"/> XXX
---	--	---

- |  |   |
|--|---|
| <p>----- (1) Maintenance of equipment, tools, instruments.</p> <p>----- (2) Mechanical skill.</p> <p>----- (3) Skill in the application of techniques and procedures.</p> <p>----- (4) Presentability of work (appropriateness of arrangement and appearance of work).</p> <p>----- (5) Attention to broad phases of assignments.</p> <p>----- (6) Attention to pertinent detail.</p> <p>----- (7) Accuracy of operations.</p> <p>----- (8) Accuracy of final results.</p> <p>----- (9) Accuracy of judgments or decisions.</p> <p>----- (10) Effectiveness in presenting ideas or facts.</p> <p>----- (11) Industry.</p> <p>----- (12) Rate of progress on or completion of assignments.</p> <p>----- (13) Amount of acceptable work produced. (Is mark based on production records? -----)<br/>(Yes or no)</p> <p>----- (14) Ability to organize his work.</p> <p>----- (15) Effectiveness in meeting and dealing with others.</p> <p>----- (16) Cooperativeness.</p> <p>----- (17) Initiative.</p> <p>----- (18) Resourcefulness.</p> <p>----- (19) Dependability.</p> <p>----- (20) Physical fitness for the work.</p> | <p>----- (21) Effectiveness in planning broad programs.</p> <p>----- (22) Effectiveness in adapting the work program to broader or related programs.</p> <p>----- (23) Effectiveness in devising procedures.</p> <p>----- (24) Effectiveness in laying out work and establishing standards of performance for subordinates.</p> <p>----- (25) Effectiveness in directing, reviewing, and checking the work of subordinates.</p> <p>----- (26) Effectiveness in instructing, training, and developing subordinates in the work.</p> <p>----- (27) Effectiveness in promoting high working morale.</p> <p>----- (28) Effectiveness in determining space, personnel, and equipment needs.</p> <p>----- (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.</p> <p>----- (30) Ability to make decisions.</p> <p>----- (31) Effectiveness in delegating clearly defined authority to act.</p><br><p>STATE ANY OTHER ELEMENTS CONSIDERED</p> <p>----- (A) -----</p> <p>----- (B) -----</p> <p>----- (C) -----</p> |
|--|---|

STANDARD Deviations must be explained on reverse side of this form		Adjective rating	Numerical rating
All underlined elements marked plus, and no element marked minus	Excellent	1	
A majority of underlined elements marked plus, and no element marked minus	Very good	2 or 3	
All underlined elements marked at least with a check, and minus marks fully compensated by plus marks, or a majority of underlined elements marked at least with a check, and minus marks on underlined elements over-compensated by plus marks on underlined elements	Good	4, 5, or 6	
A majority of underlined elements marked at least with a check, and minus marks not fully compensated by plus marks	Fair	7 or 8	
A majority of underlined elements marked minus	Unsatisfactory	9	

Rating official	Very Good
Reviewing official	<u>H. L. S.</u> 7/16/43
Initials	

On the whole, do you consider the conduct of this employee to be satisfactory? \_\_\_\_\_ (See back of form)  
(Yes or no)

Rated by [Signature] SAC 6/29/43  
(Signature of rating official) (Title) (Date)

Reviewed by \_\_\_\_\_  
(Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee \_\_\_\_\_ Report to employee \_\_\_\_\_  
(Date) (Adjective rating) (Numerical rating)

**Federal Bureau of Investigation**

**United States Department of Justice**  
Washington Field Division, 1435 K Street, N. W.  
Washington, D. C.

GH:KL

June 29, 1943

Director, FBI

RE: H. LYNN EDWARDS<sup>0</sup>  
C. P. DIGGINS  
Special Agents

Dear Sir:

Reference is made to Bureau letter dated June 23, 1943, requesting that transfer efficiency reports be submitted on the captioned Agents.

Attached hereto is a transfer efficiency report on Agent EDWARDS. With regard to Agent DIGGINS, an efficiency report was prepared on him and forwarded to the Chicago Field Division on June 12, 1943, with the request that he be given an opportunity to sign the report and that thereafter the original be sent to the Bureau.

Very truly yours,

*Guy Hotell*  
GUY HOTELL  
SAC

8 JUL 5 1943  
7-171084-69  
10 22  
1 JUL 1 1943

Encl. *h*

1 ENCL D

*W. B. B.*

**Federal Bureau of Investigation**

**United States Department of Justice**

Washington Field Division, 1435 K Street, N. W.  
Washington, D. C.

GH:KL

June 29, 1943

Director, FBI

RE: H. LYNN EDWARDS  
Special Agent

Dear Sir:

Reference is made to Bureau letter dated June 26, 1943, requesting that the Field Personnel File of the captioned Agent be forwarded to the Bureau.

This is to advise that Agent EDWARDS' file was sent to the Bureau on June 7, 1943.

Very truly yours,

GUY HOTTEL  
SAC



*Pers. files  
advised file  
received  
7-5-43  
WRG-43*

*RECORDED  
JUL 5 1943*

67-171084-70  
ROUTED.....RECORDED

*1 JUL 1 1943  
THREE  
7-5-43  
WRG-43*



RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS  
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

NAME H. Lynn Edwards AGE 28 YEARS, 2 MONTHS  
NATIVITY (state of birth) Penna MARRIED, SINGLE, WIDOWED: Married NUMBER OF CHILDREN 1  
FAMILY HISTORY None

HISTORY OF ILLNESS OR INJURY Appendicitis operation, 1925. Diphtheria.  
No sick leave in past year.  
Gymn 2-3 times., Walks 1 1/2 mi, less than 2 mi.

## HEAD AND FACE

EYES: PUPILS (size, shape, reaction to light and distance, etc.)

DISTANT VISION RT. 20/20, corrected to 20/

LT. 20/ 20, corrected to 20/

COLOR PERCEPTION Normal

(state edition of Stilling's plates or Lamps used)

DISEASE OR ANATOMICAL DEFECTS N

EARS: HEARING RT. WHISPERED VOICE 15/15'

CONVERSATIONAL SPEECH /15'

LT. WHISPERED VOICE 15/15'

CONVERSATIONAL SPEECH /15'

DISEASE OR DEFECTS N

NOSE N

(Disease or anatomical defect, obstruction, etc. State degree)

SINUSES N

TONGUE, PALATE, PHARYNX, LARYNX, TONSILS Tonsils are chronically infected with multiple follicles and injected anterior pillars.

TEETH AND GUMS (disease or anatomical defect): Normal

MISSING TEETH 1-5-13-16-21-30-31

NONVITAL TEETH #7

PERIAPICAL DISEASE none apparent

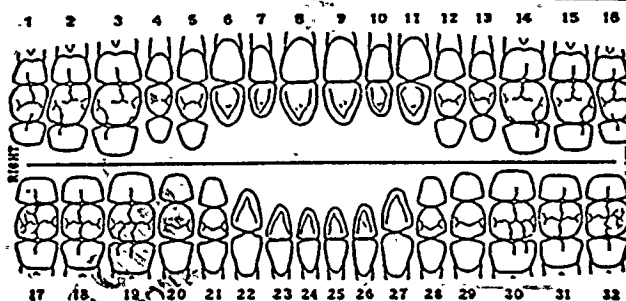
MARKED MALOCCLUSION no

PYORRHEA ALVEOLARIS no

TEETH REPLACED BY BRIDGES none

DENTURES none

REMARKS none



R. D. Pitton  
(Signature of Dental Officer)

GENERAL BUILD AND APPEARANCE healthy  
TEMPERATURE 98 CHEST AT EXPIRATION 35 1/2  
HEIGHT 68 3/4 CHEST AT INSPIRATION 37 1/2  
WEIGHT 160 CIRCUMFERENCE OF ABDOMEN AT UMBILICUS 33  
RECENT GAIN OR LOSS, AMOUNT AND CAUSE no change  
SKIN, HAIR, AND GLANDS N  
NECK (abnormalities, thyroid gland, trachea, larynx) N  
SPINE AND EXTREMITIES (bones, joints, muscles, feet) N

Let to Edwards  
7-30-43  
CBS/bml

800 3  
PM. 4511

THORAX (size, shape, movement, rib cage, mediastinum) N  
RESPIRATORY SYSTEM, BRONCHI, LUNGS, PLEURA, ETC. \_\_\_\_\_

Photo-Fluorograph of chest is neg

CARDIO-VASCULAR SYSTEM N

HEART (note all signs of cardiac involvement) \_\_\_\_\_

N

PULSE: BEFORE EXERCISE 84

AFTER EXERCISE 96

THREE MINUTES AFTER 84

CONDITION OF ARTERIES N

CONDITION OF VEINS N

BLOOD PRESSURE: SYSTOLIC 80

DIASTOLIC 50

CHARACTER OF PULSE N

HEMORRHOIDS N

ABDOMEN AND PELVIS (condition of wall, scars, herniae, abnormality of viscera) \_\_\_\_\_

N

GENITO-URINARY SYSTEM N

URINALYSIS: SP. GR. 1.015 ALB. neg SUGAR neg MICROSCOPICAL neg

VENEREAL DISEASE N

NERVOUS SYSTEM N

(organic or functional disorders)

ROMBERG N INCOORDINATION (gait, speech) N

REFLEXES, SUPERFICIAL N DEEP (knee, ankle, elbow) N TREMORS N

SEROLOGICAL TESTS neg BLOOD TYPE "A"

ABNORMAL PSYCHE (neurasthenia, psychasthenia, depression, instability, worries) \_\_\_\_\_

N

SMALLPOX VACCINATION: DATE OF LAST VACCINATION 1941

TYPHOID PROPHYLAXIS: NUMBER OF COURSES 1941

DATE OF LAST COURSE Tet Tox - 0

REMARKS ON ABNORMALITIES NOT OTHERWISE NOTED OR SUFFICIENTLY DESCRIBED ABOVE \_\_\_\_\_

SUMMARY OF DEFECTS Chronically infected tonsils

CAPABLE OF PERFORMING DUTIES INVOLVING strenuous PHYSICAL EXERTION

IS THIS INDIVIDUAL PHYSICALLY FIT TO PARTICIPATE IN RAIDS AND APPREHENSION OF CRIMINALS  
WHICH MIGHT ENTAIL THE PRACTICAL USE OF FIREARMS yes (yes or no)  
(when no is given state cause) \_\_\_\_\_

FINDINGS, RECOMMENDATIONS AND REMARKS (as per boards, when necessary) \_\_\_\_\_

Typhoid booster

Tetanus toxoid

E. N. T. consultation

B. V. White

Lt. (MC) USNR

DATE OF EXAMINATION

7-15-43

MM:MEE

September 13, 1943

Local Board Number 3  
Selective Service System  
Kundy's Corner School  
R. F. D. Number 1  
Conemaugh, Pennsylvania

RE: HOWARD LYNN EDWARDS  
Order Number 209

Gentlemen:

The Review Committee of the War Relocation Commission, established under the provisions of Executive Order 9309, has determined the position of Special Agent held by Mr. Edwards to be a key position within the meaning of said Executive Order.

The Agency Committee of this Bureau, which has been established in accordance with the provisions of Executive Order 9309, recommends that the attached D.S.S. Form 42-4 (Revised) which has been executed by me under date of September 10, 1943, and countersigned by the Chairman of the Agency Committee, be forwarded to you requesting occupational deferment on behalf of Mr. Edwards.

I would appreciate having this affidavit as a part of the file of the above-named registrant, and request your consideration of the same when you determine his classification. Should you want any additional information, do not hesitate to call upon me. I shall keep you promptly advised of any change in the occupational status of this registrant.

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Coffey \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Acers \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Harbo \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Mumford \_\_\_\_\_  
Mr. Starke \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

Sincerely yours,

John Edgar Hoover  
Director

Routed	Recorded
Searched	Checked
Numbered 77	Filed 86
2 SEP 16 1943	
FEDERAL BUREAU OF INVESTIGATION	

COMMUNICATIONS SECTION  
MAILED 11  
SEP 14 1943 P.M.  
SAC Pittsburgh  
Mr. Glavin  
FEDERAL BUREAU OF INVESTIGATION  
U.S. DEPARTMENT OF JUSTICE

RECEIVED  
SEP 14 1943  
U.S. DEPARTMENT OF JUSTICE  
FEDERAL BUREAU OF INVESTIGATION

*[Handwritten signature]*

RONALD LYNN EDWARDS

209

28

3

Cambria

Conemaugh

Pennsylvania

Special Agent

See attachment. Mr. Edwards is an investigatory agent charged with the duty of investigating violations of the laws of the United States, collecting evidence in cases in which the United States is or may be a party in interest, and performing other duties imposed upon him by law.

February 10, 1941

February 10, 1941

\$3000 annually

See attachment

A.B. Degree Dickinson College. LL.B. Degree Dickinson Law School.

See attachment

See attachment

Federal Bureau of Investigation, United States Department of Justice  
Washington, D. C.

See attachment

See attachment

See attachment

See attachment

See attachment

Washington, D. C.

J. Edgar Hoover

the Director

**AUTHORIZED GOVERNMENT REQUEST** 10th  
AGENCY COMMITTEE  
FEDERAL BUREAU OF INVESTIGATION

September

43

Notary Public

---

Chairman

## SPECIAL AGENTS

This position has been designated as a key position by the Review Committee of the War Manpower Commission.

The Federal Bureau of Investigation has been designated as the sole civilian government investigative agency having jurisdiction over the investigation of matters pertaining to national defense such as espionage, sabotage, registration of agents of foreign principals, sedition, treason, and the like, and further, the Federal Bureau of Investigation has sole investigative jurisdiction in a great number of other Federal statutes which embrace bank robbery, kidnaping, extortion, white slave traffic, National Motor Vehicle Theft Act, and numerous others. The investigative work in connection with the above violations is performed by the Special Agent personnel of this Bureau, who are recruited from applicants between the ages of twenty-three and forty. They must be graduates of a law school or an accounting school with the necessary accounting experience, or graduates of a university with extensive investigative experience, or with linguistic qualifications, or have basic educational training and possess satisfactory prior law enforcement experience which will enable them to satisfactorily perform the duties imposed upon them. For certain of the scientific investigative work, Special Agents are secured who primarily are qualified in the sciences, such as ballistics, chemical analysis, spectography, cryptography, mineralogy, metallography, toxicology, and other like sciences. Applicants for appointment to the position of Special Agent must meet the physical standards and requirements for this position, which are exceedingly high. They must have vision of no less than 20/40 in one eye, 20/50 uncorrected, both eyes to be corrected to 20/20. They must have no color deficiency whatever.

Special Agents of the Federal Bureau of Investigation undergo a rigorous training program. All newly appointed Special Agents in the Federal Bureau of Investigation attend training classes for a period of sixteen weeks; the hours of training are from 9:00 a.m. to 9:00 p.m. daily, which course of study is equivalent to two full years of college study. During this period of training, they are thoroughly instructed in the basic rules and regulations and jurisdictions of the Federal Bureau of Investigation. They must satisfactorily pass numerous written examinations during their period of training. If a trainee fails to pass any of these examinations, he is dropped from the school.

The duties of a Special Agent of the Federal Bureau of Investigation are most arduous. They must be available at a moment's notice to go to any part of the United States or to any assignment outside the United States. The hours of duty for these employees are such that they must be in excellent physical health. The average work week for a Special Agent of the Federal Bureau of Investigation is no less than seventy hours. The work of a Special Agent, regardless of his particular qualification, is such that he cannot lead a sedentary or well regulated life. Due to the small number of Special Agents of the Federal Bureau of Investigation presently handling the work under the jurisdiction of the Federal Bureau of Investigation within and without the continental United States, it is necessary that the entire staff be highly mobile.

Special Agents are required to be able to conduct investigations in more than 100 types of cases, including espionage, sabotage, subversive activities, frauds against the government, kidnaping, extortion, bank robbery, White Slave

Traffic Act, etc. They are trained in and required to maintain constant skill in the use of highly technical equipment, technical processes, such as those necessary for the development of latent fingerprints, concealed or obliterated numbers upon firearms, to understand the use of code messages, to conduct physical surveillances of subjects of espionage and similar cases, sometimes for periods of many months, and when necessary, to assume a necessary character to enable them to fit in an undercover capacity into the activities and operations of groups such as foreign agents, who are engaged in thwarting the war effort.

The arduousness and importance of the work of Special Agents of the Federal Bureau of Investigation was readily recognized by the military and naval leaders. The Chief of the Bureau of Navigation, for the Secretary of the Navy, requested Special Agent employees of the Federal Bureau of Investigation to submit their resignations from reserve commissions held by them in the naval services because it had been determined that those Special Agents could better serve their country in their present assignments than if they were to be called into active naval service. The Secretary of War, in 1942, addressed personal communications to 168 Special Agents of the Federal Bureau of Investigation who at that time held reserve commissions in the Army. The Secretary of War at that time advised the Special Agents that their employment in the FBI is of such vital importance to the national defense as to necessitate their remaining at their posts of duty despite the fact that they held reserve commissions in the United States Army, and the request was made that these Agents, through the proper channels, submit their resignations from their commissions.

General Lewis B. Hershey of the Selective Service System pointed out in his Directive to all Local Boards of December 29, 1941, that Special Agent positions of the FBI were most important and essential to the national health, safety, and interests, and that the national defense functions of the FBI should not be impaired by the removal of trained personnel from critical positions in the Bureau.

The position of Special Agent has always been considered the most critical of all positions in the FBI, since, with the tremendous bulk of work placed upon us due to the war emergency, it is essential that a trained qualified staff be available for the handling of this work. If the Federal Bureau of Investigation cannot continue to retain its personnel in this critical position, aid and comfort would most certainly be given to the enemy and others whose interests are inimical to the best interests of the country today. Up to the present time the full complement of Special Agent personnel has not been secured and every effort is being made to secure the necessary additional Special Agent personnel.

I, J. Edgar Hoover, do solemnly swear (or affirm) that I am the Director of the Federal Bureau of Investigation and that the foregoing statements are true to the best of my knowledge and belief.

Subscribed and sworn to before me this 10th day of September 1943

\_\_\_\_\_  
Notary Public

CBS/bml

July 30, 1943

PERSONAL AND CONFIDENTIAL

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Naval Hospital, Bethesda, Maryland, on July 15, 1943.

This report reflects the following physical defects:

**Chronically infected tonsils.**

The Board of Examining Physicians makes the following recommendations:

**Typhoid booster.**  
**Inoculation for tetanus.**  
**Eye, Nose and Throat consultation.**

It reports that you are capable of performing strenuous physical exertion, and have no physical defects that would interfere with your participation in raids or other work involving the practical use of firearms.

For your information, it was determined during this examination that your blood is International Type "A".

Sincerely yours,

COMMUNICATIONS SECTION  
MAILED 3  
★cc: JUL 30 1943 P.M.  
cc: Mr. Glavin  
FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE

John Edgar Hoover  
Director





Federal Bureau of Investigation  
United States Department of Justice

Pittsburgh, Pennsylvania  
September 27, 1943

Director, FBI

Re: HOWARD LYNN EDWARDS  
SPECIAL AGENT

Dear Sir:

Reference is made to Bureau letter, dated September 13, 1943, addressed to Local Board #3, R. D. #1, Conemaugh, Pa., with reference to the Selective Service status of the above named Agent.

Miss RUTH HUNT, Chief Clerk of said Local Board, acknowledged receipt of DSS Form 42-A (Revised) and advised that Agent EDWARDS' classification will not expire until March 10, 1944. Agent EDWARDS has a low order number and if he in the meantime becomes a potential 1-A upon the call of fathers, the instant request for deferment will be honored by the Board.

Very truly yours,

H. K. JOHNSON  
SAC

BPK:EAB  
67-1105

67-171084-73

Routed.....	Recorded.....
Searched.....	Checked.....
Numbered 52	Filed.....
2 OCT 4 1943	
FEDERAL BUREAU OF INVESTIGATION	



Op. 11

**Federal Bureau of Investigation  
United States Department of Justice**

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who has contributed to this fund subsequent to August 31, 1943, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of ~~ten dollars~~ <sup>ten dollars</sup> (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk; directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary:

Name MRS. Constance M. Edwards Address 90 H. Lynn Edwards, F.D.  
Relationship Wife Dated August 28, 1943

Very truly yours,

H. Lynn Edwards  
Special Agent

ack 9-22-43  
erc

2 SEP 2 1943  
NOT RECORDED  
87

## Notice of right to appeal

Appeal from classification by local board must be made within 10 days after the mailing of this notice. You may file a written notice of appeal with the local board, or you may go to the office of the local board and sign appeal form on back of Selective Service Questionnaire (Form 40).

Within the same 10-day period you may file a written request for personal appearance before the local board. If this is done, the time in which you may appeal is extended to 10 days from the date of mailing of a new Notice of Classification (Form 57) after such personal appearance.

If you are the first person to

take an appeal and such appeal is based on occupational grounds, you may, in accordance with Selective Service regulations, request transfer of the case to the board of appeal having jurisdiction over the area where you work.

If an appeal has been taken and you are classified by the board of appeal in either Class I-A, I-A-O, or IV-F and one or more members of the board of appeal dissented from such classification, you may file appeal to the President with your local board within 10 days after the mailing of notice of such classification.

For advice, see your Government appeal agent.

The law requires you: (1) To keep in touch with your local board; (2) to notify it of any change of address; (3) to notify it of any fact which might change your classification; (4) to comply with the instructions on the notice of classification part of this form.

## NOTICE OF CLASSIFICATION App. not Req.

Howard (First name) Lynn (Last name)

Order-No. \_\_\_\_\_ has been classified in Class \_\_\_\_\_

209  
(Until \_\_\_\_\_)

2-13

March 10 (I-A and II-B only)

144

by ☐ Local Board.

☒ Board of Appeal (by vote of \_\_\_\_\_ to \_\_\_\_\_).

☐ President.

OCT 27 '43

19

(Date of mailing)

(Member of local board)

The law requires you, subject to heavy penalty for violation, to have this notice, in addition to your Registration Certificate (Form 2), in your personal possession at all times—to exhibit it upon request to authorized officials—to surrender it, upon entering the armed forces, to your commanding officer.

DSS Form 57. (Rev. 3-29-43)

Cut along this line to detach card

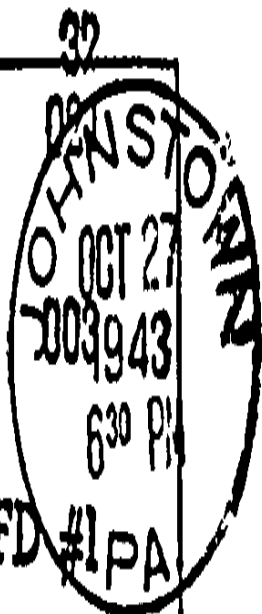
GPO 16-31524-2

Selective Service  
Local Board No. 3

Cambria County

OCT 27 1943

Mundys Corner Sch., RFD #1 PA  
Conemaugh, Pa.



Penalty for private use to  
avoid payment of postage \$300



(LOCAL BOARD DATE STAMP WITH CODE)

OFFICIAL BUSINESS

RECEIVED  
FBI

OCT 29 6 67 1943

J. Edgar Hoover, Director

% Federal Bureau of Investigation

Washington, D. C.

JOHN EDGAR HOOVER  
DIRECTOR



**Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.**

November 5, 1943

MEMORANDUM FOR MR. GLAVIN

RE: H. LYNN EDWARDS  
Special Agent  
Chief Clerk's Office

SELECTIVE SERVICE STATUS

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Coffey \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Acers \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Harbo \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Mumford \_\_\_\_\_  
Mr. Starke \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Beahm \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

*WR Whelan wmm 11/10/43*

For your information Mr. Edwards advised that by communication dated 10-27-43, he was notified of a change in his classification from 3-A to 2-B until March 10, 1944. His order number is 209 and Local Board #3, Cambria County, Mundy's Corner School, R.F.D. #1, Conemaugh, Pennsylvania.

Respectfully,

*M. W. Acers*  
M. W. Acers

RECORDED

5 NOV 10 1943

171084-75  
52 15  
1 NOV 9  
FEB. BUREAU

THRU



*noted wmm 11/10/43*

*file 381*



HLE/mrb

**Federal Bureau of Investigation**  
**United States Department of Justice**  
**Washington, D. C.**  
**January 11, 1944**

CC-287

Mr. Tolson ☒  
Mr. E. A. Tamm ☒  
Mr. Clegg ☒  
Mr. Glavin ☒  
Mr. Ladd ☒  
Mr. Nichols ☒  
Mr. Rosen ☒  
Mr. Tracy ☒  
Mr. Carson ☒  
Mr. Coffey ☒  
Mr. Hendon ☒  
Mr. Kramer ☒  
Mr. McGuire ☒  
Mr. Harbo ☒  
Mr. Quinn Tamm ☒  
Tele. Room ☒  
Mr. Nease ☒  
Miss Beahm ☒  
Miss Gandy ☒

MEMORANDUM FOR MR. GLAVIN

RE: JULIAN B. BROWN  
Special Agent  
Miami Field Div.  
(R.A. Jacksonville, Fla.)

*H.L. Edwards*

*H.L. Edwards*

Pursuant to the Director's instructions which you communicated to me on this date, the writer is submitting this memorandum in an effort to present the circumstances which resulted in erroneously sending Agent Brown a Twenty Year Service Award letter when, as a matter of fact, he had not completed twenty years of Bureau service. It is noted that this Agent was correctly presented with a Ten Year Service Award Key. Hence, there was an obvious variance between the cover letter, which in the first paragraph contained the phrase "the enclosed Twenty Year Service Award Key," and the actual award which was enclosed.

The writer dictated the letter in the absence of the Agent Supervisor who was regularly assigned to this project. For your information, the mechanics of handling any given service award case consisted of the following steps: (1) The file was pulled for the Agent Supervisor who dictated the letter; (2) The typed letter was then routed, together with the file, to a clerical employee who was charged with the responsibility of maintaining the records on these cases; (3) This employee prepared a cover 3 x 5 card on the Agent, reflecting his EOD date and a very brief summary of his Bureau record, attached this to the letter, and sent the same up for signature; (4) After signature the letter was returned to the clerical employee who was then charged with the responsibility of determining that the award key was properly engraved and otherwise satisfactory for presentation; (5) Thereafter it was the function of the clerical employee to enclose the appropriate key with the letter and send them through for mailing.

The mistake in the present instance, of course, originated in the first step of the process and was the fault of the writer. Although it is the writer's understanding at the present time that a complete list had been prepared showing the Bureau employees who were eligible for these awards, together with their total years of service as secured from the Payroll cards and Personnel Files, this list was not made available to the writer during the two weeks that he was substituting in handling this project. Only the files were brought to the writer in indiscriminate groups, and accordingly the writer determined the length of service in each case for the purpose of the letter. At no time did

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the writer see the service award keys in connection with preparing these letters. In the case of Agent Brown the writer looked at the top cover sheet on his personnel file, which reflected that he entered on duty on November 10, 1921, and he concluded from that that Agent Brown was eligible for a twenty year award. He reviewed the current section of his file for the purpose of determining whether there was anything contained therein which would provide an objection to sending him a letter, or which would alter the content of the letter.

Not as an excuse, but merely to point out the probable reason for this oversight, the writer desires to state that during the period in question he was handling all of his own work, which he recalls was heavy, and also he prepared more than fifty of these service award letters. In addition you will recall that he was subpoenaed out of the District for four days and it was highly desirable that all of this work be cleared up before he left. Then, too, the case on which he was subpoenaed required extended file reviews, conferences, arranging for transportation, and arranging to escort a British witness on the trip.

Ever since the writer entered the Bureau he has strived to discharge his responsibilities in a thorough fashion with paramount emphasis on the necessity for accuracy. Although it is realized that the identity of the particular Agent to whom the letter was directed neither adds to nor detracts from the necessity for accuracy, the writer is deeply mindful of the fact that this was an extremely grievous error, because of the Director's personal acquaintance with this Agent.

The writer desires to state that he is fully aware that in instances of this nature it helps the case little to say that every effort will be extended to prevent a recurrence. However, he does want to assure you that this occurrence has indelibly impressed upon him the necessity for meticulous attention to detail in order to insure accuracy, and everything in his power will be done to prevent such errors from happening again.

Respectfully,

*H. Lynn Edwards*  
H. Lynn Edwards

*There appears to be  
no excuse for this error ✓*

*eg 11/14/41  
I only hope this is the only error of this  
kind. It would be unfortunate if Agents & employees*

*received impressions that service award letters were  
just handouts*

WRG:1rd

December 10, 1943

MEMORANDUM FOR MR. TOLSON

Reference is made to the Director's memorandum of December 8, 1943, addressed to you and me concerning reparation of service award letters wherein the Director stated that he wanted a report on the Supervisor responsible and recommendations for a cut in personnel in this particular section.

I am attaching hereto a memorandum prepared by the Supervisor at fault in this particular matter, Special Agent H. L. Edwards and a memorandum by Mr. Acers explaining in detail the manner in which these letters were prepared and the reason why it was necessary to reprepare them.

Briefly, Mr. Acers reports that Special Agent H. L. Edwards had the letters prepared showing a November date because he, Edwards, felt that the keys would be received in sufficient time to have the letters go out during the month of November, that an effort was made to change the date; however, since it was felt that letters of this type from the Director to the employee should be about letter perfect, he had the letters reprepared rather than botching up the erasing job.

Mr. H. L. Edwards, in his memorandum of explanation, states that approximately fifty service award letters were dictated by him during the period of time he handled the dictation of these letters, that he, Edwards, issued specific instructions to the employees typing these letters to leave five of the letters undated because the anniversary dates had not yet arrived and that on all of the other letters, including the eighteen in question, he instructed the stenographers to date them a few days in advance in order to give them time to clear through official channels for approval and signature. Mr. Edwards assumed that the award keys had been received for these letters and admits that he did not have knowledge of the keys not having been received by the Bureau until the letters were transcribed. It is pointed out that four of the eighteen keys had been returned to the jeweler in October for correction, one had been returned in November for correction and the remaining thirteen awards had been ordered from the jeweler on October 26, 1943, November 6, 9 and 10, 1943. It was felt that these keys would be received in

Tolson \_\_\_\_\_  
E. A. Tamm \_\_\_\_\_  
Clegg \_\_\_\_\_  
Coffey \_\_\_\_\_  
Glavin \_\_\_\_\_  
Ladd \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Acers \_\_\_\_\_  
Carson \_\_\_\_\_  
Harbo \_\_\_\_\_  
Hendon \_\_\_\_\_  
Amford \_\_\_\_\_  
Clarke \_\_\_\_\_  
Ginn Tamm \_\_\_\_\_  
Egan \_\_\_\_\_  
Gandy \_\_\_\_\_

INDEXED



MEMORANDUM FOR MR. TOLSON

- 2 -

November. They were not. The Supervisor was in error in having the letters dated prior to the receipt of the keys.

With reference to the surplus of personnel, as will be noted from Mr. Acers' memorandum, in handling these letters, which had to be handled expeditiously at the time the awards were received, arrangements were made to have the letters prepared at the earliest possible date so that there would be no delay in getting out the service awards. No additional people were utilized for this job but we spread it over the entire Personnel Unit and I personally know that overtime service at times was involved in the preparation of some of this material.

Prior to the receipt of the Director's comments, due to the dropping off of certain of the personnel activities, with particular reference to appointments, I had instituted a survey to determine if we at this time could decrease our staff. The report was in preparation at the time the Director's memorandum was received, recommending an overall reduction in the entire Personnel Unit of eleven clerical employees if the Bureau would approve the discontinuance of briefing discontinued investigations. We have not been up to date on discontinued investigations for sometime and I personally felt that since we haven't hired the people, there is no real reason for briefing up the investigations, that we may from time to time have to have one briefed but we will probably save more overall personnel by having spot briefs made than if we were to go ahead and brief all of the discontinued investigations which run very high at this time.

For the Director's further information, the same type of surveys have been going forward in other sections of the Administrative Division because I feel personally that at no time should any charge be made of overstaffing personnel in any division of the Bureau and particularly in the Administrative Division and I have tried to anticipate the work trends so that we could eliminate personnel where not needed, both Special Agent and clerical.

There is attached hereto a permanent brief of Special Agent H. L. Edwards' file, the Agent Supervisor in error in this particular matter. He has performed a good job here since he has been here. He is one of the best men I have had in handling personnel cases wherein all facts must be secured. He ferrets out the facts well. I offer his previous record as no excuse for his present delinquency. I have expressed myself most forcefully to both Mr. Acers and to Mr. Edwards personally in this matter. I feel that this delinquency should be made a matter of record in Mr. H. L. Edwards' file.

Respectfully,

W. R. Glavin

achment

COPY

FEDERAL BUREAU OF INVESTIGATION

UNITED STATES DEPARTMENT OF JUSTICE

WASHINGTON, D. C.

HLE:dmm

December 9, 1943

H. L. Edwards

MEMORANDUM FOR MR. AGERS

Reference is made to the Director's Memorandum for Messrs. Tolson and Glavin dated December 8, 1943, concerning a number of service award letters which had to be retyped and re-signed because the originals had been prepared bearing dates when the awards had not been received. The writer is the Special Agent Supervisor responsible for this and is submitting this memorandum in explanation of the circumstances.

The Agent Supervisor regularly in charge of service awards was absent on his two weeks of field service between November 7 and 20, 1943, and the writer was instructed to assume that portion of his work during his absence. The writer was absent on subpoena from November 16 to November 20, 1943. Accordingly, all the letters in question were dictated by the writer between November 7 and November 15, 1943. The writer was thoroughly familiar with the mechanics of this project and the responsibility is solely his.

Slightly more than fifty service award letters were dictated by the writer during the period in question. Of this number, the writer issued specific instructions to the stenographers to leave five of the letters undated because the anniversary dates had not yet arrived. On all of the other letters, including the eighteen in question, the writer instructed the stenographers to date them a few days in advance in order to give them time to clear through official channels for approval and signature. All of these letters were in the group for employees whose anniversaries had occurred some months or years ago and the writer assumed that the award keys had all been received for them. In handling this project, the writer merely issued instructions to the clerical employee in charge of keeping the tabulations, calling the files, and sending the prepared letters through to the effect that she should call all of the files on which letters were due and place them on my desk for dictation.

It was not until after the eighteen letters in question were dictated and sent through for approval that the writer prepared a status report, prior to his departure on subpoena, in which he discovered that the awards in question had not yet been received.

DEC 28 1943

Four of the eighteen awards had been returned to the jeweler in October for correction, one had been returned in November for correction, and the remaining thirteen awards had been ordered from the jeweler on October 26, 1943, November 6, 9 and 10, 1943. Arrangements were made to have every effort exerted by the jeweler to expedite securing these awards and it was hoped that they would be received in November, in which event it would have been merely easy to change the numerical date on the letter.

The writer certainly should have checked every employee's name before dictating the letter in order to ascertain whether the award had been received in the Bureau. This was not the function or responsibility of the clerical personnel but solely that of the Agent Supervisor. The writer has no excuse to offer for his failure to take those additional precautionary steps. He regrets the error and will endeavor to prevent a recurrence of anything of this nature.

Respectfully,

H. L. Edwards



WRG:MTS

Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

October 23, 1943

MEMORANDUM FOR THE DIRECTOR

Re: Additional Supervisory  
Special Agents, Administrative  
Division (Chief Clerk's Office)

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Coffey \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Acers \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Harbo \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Mumford \_\_\_\_\_  
Mr. Starke \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Beahm \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

For the information of the Director, the following is the distribution of the supervisory Special Agent personnel in the Administrative Division (Chief Clerk's Office) at the present time:

Special Agent R. H. Laughlin  
Chief Clerk

Mr. Laughlin has been in a leave without pay status for a number of months, being assigned to a special committee on the Hill, the duties of which are known to the Director.

Under my immediate jurisdiction are the following Special Agents:

Special Agent Thomas J. Scott

Mr. Scott has taken the Chief Clerk's place, handles the signing of all vouchers, with the exception of confidential vouchers, handles the Confidential Fund, has jurisdiction over the payrolls, et cetera, and handles the administrative reports.

The Director will recall that there is a possibility of this Agent also being placed on leave without pay on confidential assignment in the very near future.

Special Agent A. P. Gunsser

Mr. Gunsser handles all vouchers, leases, contracts, retirement, and most of the lectures on vouchers and related material before Special Agent classes.

Special Agent Harris H. Huston

Mr. Huston supervises the purchases of supplies and equipment, supervises chauffeurs tests and automobiles at the Seat of Government, and inventories and related matters.

Special Agent C. O. Halter

Mr. Halter's time is practically all taken up in appearing before priority



boards, appeals boards, OPA and WPB, and the building of the range and motion picture booth in the Armory. Halter finds it necessary to be out of the office the greater part of the day.

Special Agent R. E. X Lee

Lee is being trained in budget matters. He handles the preparation of budget estimates, is making studies in the various accounting divisions of the Chief Clerk's Office in an effort to streamline those divisions. His time is fully occupied with these duties and other accounting and special duties which are assigned to him by me from time to time.

Special Agent N. P. X Callahan

Callahan handles the combined monthly reports of work pending, follows the percentages of employees in the field, handles transportation requests made at the Seat of Government, handles all air priorities, and in addition thereto assists in handling Selective Service matters and budget matters when necessary.

Special Agent William N. X Whelan

Whelan handles Selective Service matters. It is necessary that he be out of the office a great deal of the time, that he personally know the chairmen of the boards, the Board of Appeals and Selective Service headquarters officials, that he keep on top of all matters that are urgent in so far as the Selective Service laws, rules, and regulations are concerned.

Special Agent Leo J. X Gauthier

Gauthier has charge of the Cartographic Section, handling maps, charts, and related work.

Special Agent R. C. X Renneberger

Mr. Renneberger has charge of the downstairs supply room, the Armory Supply Room, photographing, photostating, and all printing.

PERSONNEL OFFICE

Inspector M. W. Acers is the Personnel Officer in charge of the Personnel Office. The following Special Agents are presently assigned to the Personnel Office:

Special Agent John P. X Mohr

Mohr is the Assistant Personnel Officer, who handles interviews and concentrates on resignations. He handles the bulk of the miscellaneous correspondence in the Personnel Office.

Special Agent W. R. X McDowell

McDowell is handling all applicant matters, that is the conducting of Epp programs, the securing of new Special Agents, the supervising of

investigations, and related matters. Until a short time ago, there were two Agents handling these particular duties. The duties on this desk, in view of the many restrictions now placed on the securing of personnel, are almost impossible for one man to handle. For instance, McDowell must keep contact with the War Manpower Commission, with the U. S. Employment Service, with the Civil Service Commission, both the national headquarters and the district offices. He must keep abreast of all the new rules and regulations on the restriction of personnel movements, it being absolutely essential that we follow closely all of the changes and regulations so as not to embarrass the Bureau by failing to observe some regulation.

For instance, recently it has been necessary for McDowell to telephonically explain to SACs in many sections of the country what the new regulations are on the securing of personnel, and to tell these SACs what to do, how to do it, and when to do it, and to establish a new Epp program so that we could get a sufficient number of people to handle our work here at the Seat of Government.

It is felt that it is most necessary at this particular time to have an additional Special Agent assigned to assist McDowell if we are to be able to keep on top of this work. There will be a distribution of duties then whereby the new supervisor will supervise the briefing of new applicant papers, the physical examinations and investigations, to make sure that we will get the right type of people.

It will be McDowell's specialized job to keep in touch with all officials in the city who have anything to do with the formulating of employment programs and projects and the securing of personnel, and to keep the field up to date on all the restrictions that are presently being inaugurated. In addition, it will be necessary for him to personally follow the entire field, particularly on the securing of additional Special Agent personnel, which is at the lowest ebb at this time that I have known it to be in a period of ten years.

Special Agent James W. Mackle

Mr. Mackle at the present time is handling all briefs on Special Agent reallocations, the reviewing of efficiency reports, bringing to the attention of Mr. Acers any of these reports which do not appear to be satisfactory and then carrying out the instructions received and notifying the various SACs of the action to be taken in connection with those particular employees.

It is also his responsibility to review all of the files on uniform promotions. For instance, in the last twenty days it has been necessary for him to review no less than 700 files to determine whether employees who were eligible for uniform promotions performed their

Memorandum for the Director

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work in such a manner that we could recommend such promotions for them. It was necessary for other Agent personnel assigned to the Personnel Office to let certain of their work rest to assist on this particular project.

It is further pointed out to the Director that under the revision of Special Agent reallocations we are going to have 300 or 400 cases come up immediately. These files have to be reviewed, briefed, and the recommendations made. It will be a physical impossibility for Mr. Mackle to perform all of this work.

He also supervises the Movement Section. This means, with an entirely new or nearly new group of employees in the Movement Section, that he must spend considerable time with them. At the present time it is necessary that he spend no less than three hours a day properly instructing, training, and supervising just this one particular activity. He must set up the in-service schools, he must supervise the clerical work in so far as all transfers are concerned.

It is absolutely necessary that an additional supervisory Special Agent be assigned to this work. Mr. Acers and I feel that the following should be the split-up of this work: Mr. Mackle to handle the supervision of the Movement Section, all briefs on Agents who are under consideration for reallocation, the setting up of in-service schools, and the review of inspection reports, the other Agent to be assigned the other duties aforementioned. These are both full-time jobs and there would not be any waste time for either of these men.

Special Agent J. E. Edwards

At the present time Mr. Edwards' duty is to properly prepare briefs for consideration by Mr. Acers and subsequent consideration by the Director, Mr. Tolson, and me, on disciplinary and administrative matters. We are receiving a sufficient number of these particular matters at the present time to keep one man busy more than full time. As a matter of fact, Edwards is at the office practically every day until 10 and 11 o'clock at night, and I feel, even though he has not complained, that he should be given some assistance so that his health does not break.

Special Agent H. Lynn Edwards

Mr. Edwards' main assignment is the handling of the reallocation of clerical employees, both at the Seat of Government and in the field. I would say that in the regular routine work handled by him he would have from 40 to 60 cases a day which he must review. Some of these are straight reallocations at the Seat of Government, where it is only necessary to review the file and check with the Assistant Director to make sure that the reallocation should go through. Others are

from the field offices and must be compared with like positions in other field offices and like positions in the same office. A review of these matters must be made with Mr. Acers to determine what the final action should be. He also assists Special Agent J. E. Edwards in handling disciplinary and administrative matters.

It is felt that there should be one additional Agent to take the overflow work from Special Agents J. E. Edwards and H. L. Edwards. If we have an additional Special Agent supervisor for this work, it is going to mean that we are going to be able to get the material out faster and more in keeping with the desires of the Director. Frankly, at the present time, with the limited staff that we have, we do become delinquent, not because of any disinterest or personal delinquency of the supervisors involved, but just because there is too much volume for them to properly handle within a short period of time.

Special Agent J. M. O'Connor

Special Agent O'Connor handles all applicant interviews at the Seat of Government, unless some interview is specifically assigned to another Agent. He handles routine exit interviews where there is not some particularly delicate problem involved which makes it necessary for such interview to be handled by Mr. Acers or Mr. Mohr. The number of interviews usually handled by O'Connor is about 30 a day, which in itself is a good day's work.

In addition, O'Connor keeps all the contacts up on the housing situation in Washington. It has been through O'Connor that we have been able to get preferred attention at the Government dormitories. He follows the elevator service, the cafeteria service, and in addition he is Assistant Activity Promoter for the FBIRA. He averages a full day and more every day.

Mr. Acers and I at this time are making no recommendation for any additional assistance for Mr. O'Connor, since we feel that we may be able to have certain of the interviews conducted by other personnel in the Personnel Office if we get the additional needed Special Agent supervisors that we are now requesting. We will then be able to split these interviews on an equitable basis, which will give all these Agents training in this type of work and will permit Mr. Acers to better evaluate their possibilities from an administrative standpoint.

Special Agent Carl H. King

Special Agent King handles all leave problems, handles all automobile accidents, briefs these accidents, has the necessary legal citations on both leave and accidents included in memoranda for final consideration. He handles all employees' compensation matters. In addition thereto, at the present time he is supervising the preparation of the merit key letters.



There are several hundred letters of this nature going out and they must be personalized letters.

Mr. Acers and I have utilized King as a relief supervisor; that is, when one of the supervisors of the Chief Clerk's Office has field training, is in-service school, or is on vacation, one of the other supervisors who has his full duties to perform is thrown in to fill the vacancy until the return of the supervisor who is on other assignment. It is necessary for both Mr. Acers in the Personnel Office and me in the Chief Clerk's Office proper to continually shuffle various assignments which would be performed by Agent supervisors but who are not on active duty due to being in the field, in in-service school, or on vacation, distributing these duties to the other Agents to handle in the interim.

We are not recommending any additional supervisory assistance for Mr. King and the overflow will be taken up by a revision of assignments if the additional supervisory personnel herein requested is approved.

Special Agent C. B. Schildecker Schildecker handles all Congressional correspondence concerning applicants, all applicant correspondence, handles all employees' physical examinations and reports, and is assigned to the main Chief Clerk's Office, where he is utilized a great portion of the time for interviewing people who are referred to the Chief Clerk's Office from other offices in the Bureau, or from offices on the Hill. He also is the supervisor in charge of the Hygiene Bureau, referring special cases to Mr. Acers such as employees who have been reported by the Hygiene Bureau as employees on whom certain review and action should be taken; for instance, employees who report on sick leave who are not sick, employees who have contagious diseases, employees who perhaps are not sensibly eating and living.

It will be noted that no request is being made for additional supervisory personnel other than in the Personnel Office. The work in this particular section has increased tremendously. The supervisory personnel in that section has decreased without any replacements being assigned. I personally have been endeavoring to keep the assignments just as low as possible. Mr. Acers has assisted in this but it has come to the point now where we both feel that we must have the additional supervisory personnel, in order to expeditiously handle the work being referred to that section.

In the next several months we are most hopeful of having a great increase in applicants. We have given all the instructions to

Memorandum for the Director

- 7 -

the field. It is going to be necessary that we stay right on top. If we get 200 or 300 favorably recommended applicants in a week, it is going to be a physical impossibility to have one man review all the files, checking into backgrounds, and determine whether an applicant can or cannot be appointed without a full character and fitness investigation. It will be necessary that we keep right on top of the investigations to see that they get attention. It will be necessary that we put more heat on getting Special Agent applicants.

The revision, as aforementioned, of the reallocation program, means we are going to have hundreds of files come up now which otherwise would not come up. These files are going to have to be promptly reviewed for handling. If we don't get them handled at approximately the same time, there is a possibility of justifiable complaint in the field. The many matters of this kind that are constantly arising have made it necessary that the request for three additional supervisors be made.

The Director can rest assured that the moment any reduction in the supervisory staff can be made, we will recommend such a reduction.

Respectfully,

  
W. R. Glavin

## Office Memorandum • UNITED STATES GOVERNMENT

MWA:MMH

TO : MR. GLAVIN

DATE: FEBRUARY 22, 1944

FROM : MR. ACERS

SUBJECT:

HOWARD LYNN EDWARDS

Special Agent

EOD: 2-10-41

SALARY: CAF 11, \$3800.

Supervisor at SOG since: 6-2-43

EOD 2-10-41

*cert*

Special Agent Supervisor H. L. Edwards has served in the Personnel Section since 6-2-43. His major assignment has dealt with clerical employees and all phases of administrative work, including reallocations and changes of assignment pertaining to them. He has served as relief supervisor on the Leave and Compensation desk and has also shared the work on the disciplinary briefs for administrative action.

He is intelligent and has an excellent educational background. He is keen in thought and thorough in execution. He is vitally interested and gives the impression that he is determined to make good. He is friendly, tactful, does an excellent job on paper work and carries through to the ultimate objective without prodding. He has been extremely helpful in carrying out special assignments wherein little or no criterion has been existent on which action could be based.

Although the newest supervisor in the Personnel Section, he has developed rapidly and I feel that he is extremely capable. He has acquired a great deal of knowledge of the job and the work of the Administrative Division in a short period of time and his judgment is sound. He will develop more force with experience and this will be of assistance to him.

*5 MAR 2 1944*

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*by*

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*FILED*

*HLG 2-24-44*

*THREE*



**Federal Bureau of Investigation**  
**United States Department of Justice**



IN REPLY, PLEASE REFER TO

FILE NO. \_\_\_\_\_

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice; who has contributed to this fund subsequent to December 18, 1943, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary:

Name Mrs. CONSTANCE M. EDWARDS Address 90 H. Lynn Edwards

Relationship wife Dated January 18, 1944 JAN 19 1944

Very truly yours,

H. Lynn Edwards  
Special Agent

ack: 1-18-44  
myt

File  
J2

## Office Memorandum • UNITED STATES GOVERNMENT

HLE/mrb

TO : W. R. GLAVIN

DATE: FEB. 15, 1944

FROM : H. L. EDWARDS

SUBJECT: RUSSELL P. KRAMER - TEN YEAR SERVICE AWARD LETTER*two in advance.*

Reference is made to the Director's instructions for an explanation as to the delay in sending out Mr. Kramer's Ten Year Service Award and letter. It is noted that the letter was approved for mailing on February 15, 1944, the date of his anniversary.

Mr. Kramer's file was called on Thursday, February 10, 1944, but was not received, because of a delay in locating it out of file, until the afternoon of February 11. The letter was dictated in the late afternoon of February 11; it was returned for the correction of a minor error, and was returned and approved by the writer at approximately 10:00 A.M., Saturday, February 12. It was immediately sent through, by special handling, to Mr. Acers for approval. He approved it and sent it by special messenger to Mr. Tolson's Office. From there the exact course of the letter is not known, but it is noted that it was stamped in in the Reading Room at 3:07 P.M. on February 12, and stamped in in the Director's Office at 2:36 P.M. February 13, 1944.

The writer worked at the office on Sunday, February 13, and his first act was to check to see if the letter had been sent down for the inclusion of the award, so that he could personally handle it. Finding that it had not, he immediately engaged a special searcher who traced the letter to the Reading Room. The writer made arrangements with the Reader on duty to handle this letter immediately and transmit it to the Director's Office.

On Monday, February 14, the writer checked and upon finding that the letter had not yet come down for mailing he telephoned the Director's Office in an effort to ascertain whether the letter had been approved and possibly delayed somewhere between the Director's Office and his office. He learned that the letter was in the Director's Office but had not yet been signed.

Although it was felt that the letter, if approved and mailed Saturday evening, would have reached Mr. Kramer on his anniversary date, in order to be absolutely sure that it was afforded expedite attention, the notation was placed on the yellow that the letter should be sent Air Mail upon approval, so that in case it was not approved until Monday, February 14, it would still have reached there on the anniversary date.

It is fully realized that this letter should have been prepared in the Administrative Division earlier. The writer failed to anticipate the length of time required in this case for the letter's approval and return for mailing, and in the future these letters will be prepared sufficiently in advance such circumstances.

RECORDED 60 67-171084-78

FEB 26 1944

to take care of

WLN:omd

March 2, 1944

Local Board Number 3  
Selective Service System  
Mundy's Corner School  
Corryville, Pennsylvania

RE: <sup>0</sup>HOWARD LYNN EDWARDS  
Order Number 209

Gentlemen:

The Review Committee of the War Manpower Commission, established under the provisions of Executive Order 9309, has determined the position of Special Agent held by Mr. Edwards to be a key position within the meaning of said Executive Order.

The Agency Committee of this Bureau, which has been established in accordance with the provisions of Executive Order 9309, recommends that the attached Forms 42 and 42-3 be forwarded to you requesting occupational deferment on behalf of Mr. Edwards.

I would appreciate having these affidavits made a part of the file of the above-named registrant, and request your consideration of the same when you determine his classification. The principal place of employment of this registrant is Washington, D. C.

Should you want any additional information, do not hesitate to call upon me. I shall keep you promptly advised of any change in the occupational status of this registrant.

Sincerely yours,

AUTHORIZED GOVERNMENT REQUEST  
FEDERAL BUREAU OF INVESTIGATION

John Edgar Hoover  
Director

171084-79

Enclosure

CC: Review Committee, War Manpower Commission  
CC: Mr. Glavin

Tolson  
E. A. Tamm  
Clegg  
Coffey  
Glavin  
Ladd  
Nichols  
Rosen  
Tracy  
Acers  
Carson  
Harbo  
Hendon  
Mumford  
Starke  
Quinn Tamm  
Nease  
Gandy

RECEIVED  
MAR 18 1944  
COMMUNICATIONS SECTION

1.34  
P  
15

HOWARD LYLE EDWARDS

209

23

3

Cambria

Conemaugh

Pennsylvania

Mr. Edwards is a Special Agent and as such holds a key position as designated by the Review Committee of the War Lampower Commission within the meaning of Executive Order 9309. The performance of his duties is essential and critical to the execution of the work assigned by law and Executive Directive to the Federal Bureau of Investigation.

To the Federal Bureau of Investigation is assigned the responsibility of investigating all acts of espionage, sabotage and all actions tending to undermine the internal security of the nation. We must also investigate and enforce all those federal statutes assigned to the investigative jurisdiction of this Bureau such as: bank robbery, kidnaping, interference with the interstate transportation of goods, National Stolen Property Act, White Slave Traffic Act, etc., the enforcement of which is necessary to the preservation of the national health, safety and interest.

To carry on this work it is necessary to maintain a corps of trained investigators. Mr. Edwards is such a trained investigator. In the attached Form 42 S further information relative to Mr. Edwards is set forth.

J. Edgar Hoover

Washington, D. C.

2nd

March

44

Notary Public

	HOWARD	LYNN	EDWARDS
209		May	14 1915 28
3	Conemaugh	Cambria	Pennsylvania

Special Agent

xxx

U. S. Department of Justice

Federal Bureau of Investigation

See attachment. Mr. Edwards is an investigatory agent charged with the duty of investigating violations of the laws of the United States, collecting evidence in cases in which the United States is or may be a party in interest, and performing other duties imposed upon him by law.

February 10, 1941	Can be contacted through F.B.I. Headquarters Washington, D. C.	4428.32
4	10	4 5

Pa. Labor Relations Bd. Harrisburg, Pa.	10/1939 2/1941	Jr. Examiner	\$1620
Mutual Life Ins. Co. New York City	6/1939 1/1941	Correspondent	Not avail.
Equitable Life Assurance Society - NYC	5/1939 1/1941	Correspondent	Not avail.

12 44  
5 32  
3

Dickinson College	Carlisle, Pa.	1932-1939	A.B., LL.B.
School of Law			

**AUTHORIZED REPRESENTATIVE REQUEST**

See attachment

1-A	2/41	LB	
2-A	2/41	LB	8/25/41
3-A	4/41	LB	
2-B	10/43	LB	3/10/44



Yes

June 7, 1943

See attachment

See attachment

See attachment

Approximately  
4800

150

80

None

See attachment

See attachment

Clyde A. Tolson

March 2, 1944

## SPECIAL AGENTS

This position has been designated as a key position by the Review Committee of the War Manpower Commission.

The Federal Bureau of Investigation has been designated as the sole civilian government investigative agency having jurisdiction over the investigation of matters pertaining to national defense such as espionage, sabotage, registration of agents of foreign principals, sedition, treason, and the like, and further, the Federal Bureau of Investigation has sole investigative jurisdiction in a great number of other Federal statutes which embrace bank robbery, kidnaping, extortion, white slave traffic, National Motor Vehicle Theft Act, and numerous others. The investigative work in connection with the above violations is performed by the Special Agent personnel of this Bureau, who are recruited from applicants between the ages of twenty-five and forty. They must be graduates of a law school or an accounting school with the necessary accounting experience, or graduates of a university with extensive investigative experience, or with linguistic qualifications, or have basic educational training and possess satisfactory prior law enforcement experience which will enable them to satisfactorily perform the duties imposed upon them. For certain of the scientific investigative work, Special Agents are secured who primarily are qualified in the sciences, such as ballistics, chemical analysis, spectography, cryptography, mineralogy, metallography, toxicology, and other like sciences. Applicants for appointment to the position of Special Agent must meet the physical standards and requirements for this position, which are exceedingly high. They must have vision of no less than 20/40 in one eye, 20/50 uncorrected, both eyes to be corrected to 20/20. They must have no color deficiency whatever.

Special Agents of the Federal Bureau of Investigation undergo a rigorous training program. All newly appointed Special Agents in the Federal Bureau of Investigation attend training classes for a period of sixteen weeks; the hours of training are from 9:00 a.m. to 9:00 p.m. daily, which course of study is equivalent to two full years of college study. During this period of training, they are thoroughly instructed in the basic rules and regulations and jurisdictions of the Federal Bureau of Investigation. They must satisfactorily pass numerous written examinations during their period of training. If a trainee fails to pass any of these examinations, he is dropped from the school.

The duties of a Special Agent of the Federal Bureau of Investigation are most arduous. They must be available at a moment's notice to go to any part of the United States or to any assignment outside the United States. The hours of duty for these employees are such that they must be in excellent physical health. The average work week for a Special Agent of the Federal Bureau of Investigation is no less than seventy hours. The work of a Special Agent, regardless of his particular qualification, is such that he cannot lead a sedentary or well regulated life. Due to the small number of Special Agents of the Federal Bureau of Investigation presently handling the work under the jurisdiction of the Federal Bureau of Investigation within and without the continental United States, it is necessary that the entire staff be highly mobile.

Special Agents are required to be able to conduct investigations in more than 100 types of cases, including espionage, sabotage, subversive activities, frauds against the government, kidnaping, extortion, bank robbery, White Slave

Traffic Act, etc. They are trained in and required to maintain constant skill in the use of highly technical equipment, technical processes, such as those necessary for the development of latent fingerprints, concealed or obliterated numbers upon firearms, to understand the use of code messages, to conduct physical surveillances of subjects of espionage and similar cases, sometimes for periods of many months, and when necessary, to assume a necessary character to enable them to fit in an undercover capacity into the activities and operations of groups such as foreign agents, who are engaged in thwarting the war effort.

The arduousness and importance of the work of Special Agents of the Federal Bureau of Investigation was readily recognized by the military and naval leaders. The Chief of the Bureau of Navigation, for the Secretary of the Navy, requested Special Agent employees of the Federal Bureau of Investigation to submit their resignations from reserve commissions held by them in the naval services because it had been determined that those Special Agents could better serve their country in their present assignments than if they were to be called into active naval service. The Secretary of War, in 1942, addressed personal communications to 168 Special Agents of the Federal Bureau of Investigation who at that time held reserve commissions in the Army. The Secretary of War at that time advised the Special Agents that their employment in the FBI is of such vital importance to the national defense as to necessitate their remaining at their posts of duty despite the fact that they held reserve commissions in the United States Army, and the request was made that these Agents, through the proper channels, submit their resignations from their commissions.

General Lewis B. Hershey of the Selective Service System pointed out in his Directive to all Local Boards of December 29, 1941, that Special Agent positions of the FBI were most important and essential to the national health, safety, and interests, and that the national defense functions of the FBI should not be impaired by the removal of trained personnel from critical positions in the Bureau.

The position of Special Agent has always been considered the most critical of all positions in the FBI, since, with the tremendous bulk of work placed upon us due to the war emergency, it is essential that a trained qualified staff be available for the handling of this work. If the Federal Bureau of Investigation cannot continue to retain its personnel in this critical position, aid and comfort would most certainly be given to the enemy and others whose interests are inimical to the best interests of the country today.

I, J. Edgar Hoover, do solemnly swear (or affirm) that I am the Director of the Federal Bureau of Investigation and that the foregoing statements are true to the best of my knowledge and belief:

Subscribed and sworn to before me this 2nd day of March 19 44

Notary Public

# CLASSIFICATION ADVICE

App. Not Req.



Local board No. 3  
Cambria County

MAR 8 1944 003

Mundys Corner Sch., RFD #1  
Conemaugh, Pa.

(Local Board Date Stamp With Code)

You are advised that—

Howard Lynn  
(First name) (Middle name)

Order No. 209 has been classified in Class

until Sept. 2, 1944  
(Insert date for Class II-A and II-B only)

by ☒ Local Board.

☐ Board of Appeal (by vote of ..... to .....).

☐ President.

DSS Form 59  
(Revised 3-29-43)

(See other side)

(Member or clerk of local board)

16-33835-1

March 8, 1944  
(Date of mailing of Notice of Classification to Registrant)

61-171084-86

Routed..... Recorded.....  
Searched..... Checked.....  
Van Edwards S/L

24 MAR 13 1944

FEDERAL BUREAU OF INVESTIGATION

has no more

file

*[Signature]*

## Appeal Procedure

Any person entitled to do so may take an appeal to the board of appeal within 10 days after the above date of mailing of Notice of Classification to registrant in either of the following ways:

- (1) By filing with the local board a written notice of appeal. Such notice need not be in any particular form but must state the name of the registrant and the name and identity of the person appealing so as to show the right of appeal.
- (2) By signing the "Appeal to Board of Appeal" on the Selective Service Questionnaire (Form 40).

When an appeal is taken from the classification or reclassification of a registrant and when such appeal is upon the ground that the registrant should have been deferred by reason of his occupation, the appeal shall be transferred to the board of appeal having jurisdiction over the area in which the registrant is employed, provided all of the following conditions are met (but not otherwise):

- (1) The first person to appeal from such classification or reclassification files with his appeal a written request for such transfer;
- (2) The written request states in what respect an occupational question is involved; and
- (3) The written request states the name of the registrant's employer and the street address, county, and State where the registrant is employed.

The person appealing may attach to his notice of appeal or to the Selective Service Questionnaire (Form 40) a statement specifying the respects in which he believes the local board erred, may direct attention to any information in the registrant's file which he believes the local board has failed to consider or give sufficient weight, and may set out in full any information which was offered to the local board and which the local board failed or refused to include in the registrant's file.

Appeal to the President from classification by the board of appeal may be taken at any time within 10 days after the date of mailing of notice to registrant, provided the registrant was classified by the board of appeal in either Class I-A, Class I-A-O, or Class IV-E and one or more members of the board of appeal dissented from such classification. Otherwise, the decision of the board of appeal is final except when an appeal is taken to the President either by the State Director of Selective Service or the Director of Selective Service on the ground that he deems it to be in the national interest or necessary to avoid an injustice.

## Office Memorandum • UNITED STATES GOVERNMENT

HLE/mrb

TO : W. R. GLAVIN

DATE: March 13, 1944

FROM : H. L. EDWARDS *HLE*

SUBJECT: H. LYNN EDWARDS, Special Agent-SELECTIVE SERVICE CLASSIFICATION

For your information and the Bureau's records, this is to advise that the writer received a notice of classification from his Selective Service Board, Local Board #3, Cambria County, Conemaugh, Pennsylvania, dated March 8, 1944, advising him that he had been classified in 2-A until September 2, 1944, by his Local Board.

*2 APR 5 1944*

*67-171084-81*

ROUTED \_\_\_\_\_

DATE \_\_\_\_\_

NUMB *84* *33*

4 MAR 31 1944

FEDERAL BUREAU OF INVESTIGATION

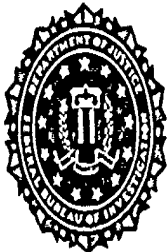
*file*

*3818*

*noted*

*Wm*

JOHN EDGAR HOOVER  
DIRECTOR



LAH:JD

**Federal Bureau of Investigation**  
**United States Department of Justice**  
**Washington, D. C.**

April 15, 1944

CC-287a

Mr. Tolson ✓  
Mr. E. A. Tamm ✓  
Mr. Clegg ✓  
Mr. Coffey ✓  
Mr. Glavin ✓  
Mr. Ladd ✓  
Mr. Nichols ✓  
Mr. Rosen ✓  
Mr. Tracy ✓  
Mr. Carson ✓  
Mr. Harbo ✓  
Mr. Hendon ✓  
Mr. Mumford ✓  
Mr. Piper ✓  
Mr. Starke ✓  
Mr. Quinn Tamm ✓  
Tele. Room ✓  
Mr. Nease ✓  
Miss Beahm ✓  
Miss Gandy ✓

MEMORANDUM FOR THE DIRECTOR

RE: SPECIAL AGENT SUPERVISOR  
H. LYNN EDWARDS

This supervisor participated in the interviewing of Identification Division clerical personnel from February 24 through March 22. Edwards was observed during an interview and his approach was very good. His reports were reviewed and they were excellent. Mr. Edwards went into detail in order to cover situations requiring such treatment and his reports showed that he had made a careful analysis of the cases. His work was so very outstanding that I felt it would be desirable to prepare this memorandum for your information and for his file. His work has been called to the attention of Mr. Glavin, to whom he is assigned.

Respectfully,

L. A. Hince

67-171084-82

Routed.....Recorded.....  
Searched.....Checked.....  
Numbered.....Filed.....  
2 APR 26 1944  
FEDERAL BUREAU OF INVESTIGATION





**Federal Bureau of Investigation  
United States Department of Justice**



IN REPLY, PLEASE REFER TO

FILE NO. \_\_\_\_\_

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund subsequent to April 15, 1944, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary:

Name MRS. CONSTANCE M. EDWARDS Address % H. Lynn Edwards, F.B.I.  
Relationship Wife Dated 4-3-44 APR 7 1944

Very truly yours,

H. Lynn Edwards  
Special Agent

67-NOT RECORDED

ack. 4-4-44  
myt



## Office Memorandum • UNITED STATES GOVERNMENT

JWM:HEW

TO : MR. GLAVIN

DATE: 5-6-44

FROM : J. P. MOHR

SUBJECT: H. LYNN EDWARDS  
Special AgentReallocation

Agent Edwards entered on duty 2-10-41 and is presently in grade CAF-11, \$3800 per annum.

On the 3-31-44 annual efficiency report he was rated EXCELLENT and it was stated that he has been performing his duties as assistant to the Special Agent in charge of the Personnel Unit in an excellent manner. He was recently commended by Mr. Hince for his outstanding services in connection with interviewing employees of the Identification Division during the inspection of that division.

RECOMMENDATION: It is recommended that this agent be reallocated to grade CAF-12, \$4600 per annum.

*Per Rec to Dept  
Letter to empl.  
5-1-44  
5-9-44  
Wing - mlt*

*J. P. Mohr*  
*OK*

Mr. Tolson.....
Mr. E. A. Tamm.....
Mr. Clegg.....
Mr. Glavin.....
Mr. Ladd.....
Mr. Nichols.....
Mr. Rosen.....
Mr. Tracy.....
Mr. Mohr.....
Mr. Carson.....
Mr. Hendon.....
Mr. Mumford.....
Mr. Jones.....
Mr. Quinn Tamm.....
Mr. Nease.....
Miss Gandy.....

67-171084-83

SEARCHED.....

NUMBERED.....

FILED.....

1 MAY 10 1944

FEDERAL BUREAU OF INVESTIGATION

May 9, 1944

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

I am indeed pleased to advise you that you have been recommended for promotion from the position of Special Agent, CAF 11, \$3800 per annum to the position of Special Agent, CAF 12, \$4600 per annum, effective May 1, 1944.

Sincerely yours,

John Edgar Hoover  
Director

CC: CCO-Selective Service

MAY 11 1944  
67-171024-84  
1 MAY 10 1944

Mr. Tolson  
Mr. E. A. Tamm  
Mr. Clegg  
Mr. Coffey  
Mr. Glavin  
Mr. Ladd  
Mr. Nichols  
Mr. Rosen  
Mr. Tracy  
Mr. Mohr  
Mr. Carson  
Mr. Hendon  
Mr. Mumford  
Mr. Jones  
Mr. Quinn Tamm  
Mr. Nease  
Miss Gandy

## COMMUNICATIONS SECTION

MAILED 6

MAY 9 1944 P.M.

FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE

*John*

*nd*

HFC:val

May 16, 1944

PERSONAL AND CONFIDENTIAL

Mr. W. A. Murphy  
Federal Bureau of Investigation  
U. S. Department of Justice  
601 Richmond Trust Building  
Richmond 19, Virginia

Dear Mr. Murphy:

Reference is made to my personal and ~~confidential~~ communication to you of September 22, 1943, wherein you were advised that certain Special Agents presently assigned to the Seat of Government in Supervisory positions would be assigned to your office for a period of two weeks to handle regular investigative matters.

The following Special Agent will report to your office at 8:30 A.M., Monday, May 22, 1944, for such assignment:

H. L. Edwards

It is desired that in the assignments made to this Special Agent he be assigned to national defense cases during the first week of his assignment and to regular investigative cases during the last week of his assignment. Cases should be assigned to this Agent prior to his arrival at your office and necessary files and serials should be available immediately so that there will be no time lost in starting his investigations.

Sincerely yours,

John Edgar Hoover  
Director

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Coffey \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Mohr \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Egan \_\_\_\_\_  
Mr. Gurnea \_\_\_\_\_  
Mr. Jones \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

cc - Mr. Glavin  
Mr. Clegg  
Mr. Ladd

MAY 22 1944  
67-171074-85  
MAY 22 1944

MLB

## FEDERAL BUREAU OF INVESTIGATION

Prepared by: mlb  
by: 7nd  
Date: 5/1/44Mr.  
Miss  
Mrs.

Date

Mr. H. Lynn Edwards

May 1, 1944

New appointment ☐Transfer ☐Promotion ☒Separation ☐

## PRESENT STATUS

1. Title:

Special Agent

2. Grade:

CAF 11

3. Salary:

\$3300 per annum

4. Seat of Government:

Field: ☐

5. Division:

6. Appropriation:

"Salaries and Expenses FBI"

## PROPOSED ACTION

7. Title:

Special Agent

8. Grade:

CAF 12

9. Salary:

\$4600 per annum

10. Seat of Government:

Field: ☐

11. Division:

12. Appropriation:

"Salaries and Expenses FBI"

13. Effective:

May 1, 1944

14. Position:

Additional: ☐

Vice:

15. Remarks:

Identical Donald S. Hostetter trans.

4/1/44

Respectfully submitted,

CC: Chief, Audit Section  
CCO-Selective Service

(Title)

W. H. 3-10-44 Federal Bureau of Investigation

4 MAY 9 1944

Tolson \_\_\_\_\_  
 E. A. Tamm \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Coffey \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Acers \_\_\_\_\_  
 Carson \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Hendon \_\_\_\_\_  
 Mumford \_\_\_\_\_  
 Starke \_\_\_\_\_  
 Quinn Tamm \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

11

**DEPARTMENT OF JUSTICE**  
WASHINGTON, D. C.

Name: **MR. H. LYNN EDWARDS**

Date: **May 1, 1944**

You are advised of the following action concerning your employment in the Department of Justice:

Nature of Action: **PROMOTION**

Effective: **May 1, 1944**

	FROM	TO
POSITION	Special Agent	Special Agent
GRADE	CAF 11	CAF 12
SALARY	\$3800	\$4600
BUREAU OR DIVISION		
HEADQUARTERS		
APPROPRIATION	S&E, FBI	S&E, FBI
DEPARTMENTAL OR FIELD	Field	Field

REMARKS:

**MAY 20 1944 67-**

Indexed.....  
 Searched.....  
 Serialized.....  
**1 MAY 18 1944**  
 FEDERAL BUREAU OF INVESTIGATION

By direction of the Attorney General

*New appointees must take oath of office, enter on duty and execute necessary appointment papers before any payment of salary can be made.*

This action invalid without perforated signature.

**JOHN O. CANNON**

# DEPARTMENT OF JUSTICE

WASHINGTON, D. C.

Name: **MR. H. LYNN EDWARDS**

Date: **May 1, 1944**

**BI16152**

No.

CIVIL SERVICE OR  
OTHER LEGAL AUTHORITY

Nature of Action: **PROMOTION**

Effective: **May 1, 1944**

	FROM	TO	NATURE OF POSITION
POSITION	<b>Special Agent</b>	<b>Special Agent</b>	(a) NEW
GRADE	<b>CAF 11</b>	<b>CAF 12</b>	P. C. No.
SALARY	<b>\$3800</b>	<b>\$4600</b>	(b) ADDTNL. IDENT.
BUREAU OR DIVISION			P. C. No.
HEADQUARTERS			(c) VICE
APPROPRIATION	<b>S&amp;E, FBI</b>	<b>S&amp;E, FBI</b>	<b>Donald S. Hostetter</b>
DEPARTMENTAL OR FIELD	<b>Field</b>	<b>Field</b>	P. C. No.
			DATE OF OATH

REMARKS:

# REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ( )  
OFFICIAL:  
REGULAR ( ) SPECIAL ( )  
PROBATIONAL or TRIAL PERIOD ( )

As of March 31, 1944 based on performance during period from June 2, 1943 to March 31, 1944

H. Lynn Edwards Special Agent Supervisor, CAF-11, \$3800  
(Name of employee) (Title of position, service, and grade)

Federal Bureau of Investigation  
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE ✓ if adequate — if weak + if outstanding	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning <input type="checkbox"/> All others <input type="checkbox"/>
---	---	--

*All the necessary elements plus.*

- |   |   |
|---|---|
| ----- (1) Maintenance of equipment, tools, instruments.   | ----- (21) Effectiveness in planning broad programs.  |
| ----- (2) Mechanical skill.   | ----- (22) Effectiveness in adapting the work program to broader or related programs.                   |
| ----- (3) Skill in the application of techniques and procedures.  | ----- (23) Effectiveness in devising procedures.  |
| ----- (4) Presentability of work (appropriateness of arrangement and appearance of work).               | ----- (24) Effectiveness in laying out work and establishing standards of performance for subordinates. |
| ----- (5) Attention to broad phases of assignments.   | ----- (25) Effectiveness in directing, reviewing, and checking the work of subordinates.                |
| ----- (6) Attention to pertinent detail.  | ----- (26) Effectiveness in instructing, training, and developing subordinates in the work.             |
| ----- (7) Accuracy of operations.   | ----- (27) Effectiveness in promoting high working morale.  |
| ----- (8) Accuracy of final results.  | ----- (28) Effectiveness in determining space, personnel, and equipment needs.                          |
| ----- (9) Accuracy of judgments or decisions.   | ----- (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.               |
| ----- (10) Effectiveness in presenting ideas or facts.  | ----- (30) Ability to make decisions.   |
| ----- (11) Industry.  | ----- (31) Effectiveness in delegating clearly defined authority to act.                                |
| ----- (12) Rate of progress on or completion of assignments.  |   |
| ----- (13) Amount of acceptable work produced. (Is mark based on production records? -----) (Yes or no) |   |
| ----- (14) Ability to organize his work.  |   |
| ----- (15) Effectiveness in meeting and dealing with others.  |   |
| ----- (16) Cooperativeness.   |   |
| ----- (17) Initiative.  |   |
| ----- (18) Resourcefulness.   |   |
| ----- (19) Dependability.   |   |
| ----- (20) Physical fitness for the work.   |   |

STATE ANY OTHER ELEMENTS CONSIDERED

- (A) -----  
----- (B) -----  
----- (C) -----

## STANDARD

Deviations must be explained on reverse side of this form

Plus marks on all underlined elements, and no minus marks -----  
Plus marks on at least half of the underlined elements, and no minus marks -----  
Check marks or better on a majority of underlined elements, and any minus marks overcompensated by plus marks -----  
Check marks or better on a majority of underlined elements, and minus marks not overcompensated by plus marks -----  
Minus marks on at least half of the underlined elements -----

Adjective rating  
Excellent  
Very good  
Good  
Fair  
Unsatisfactory

Rating official EXCELLENT

Reviewing official

Rated by [Signature] Assistant Director March 31, 1944  
(Signature of rating official) (Title) (Date)

Reviewed by [Signature] Assistant Director 5-6-44 mkt  
(Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee (Date) Report to employee (Adjective rating)

Memo 5-6-44  
Juryman 15-2517-2

EOD 2-10-41

H. L. EDWARDS

Special Agent Edwards has been assigned to the Chief Clerk's Office since June 2, 1943 and during that time has been assigned to the Personnel Unit of the Administrative Division. He has performed his work in an excellent manner. He has exhibited a thorough understanding of the duties of a Special Agent. He has been able to analyze accurately and skillfully many personnel matters which arise in this division, and at the present time he is acting as assistant to Mr. J. P. Mohr, Special Agent in charge of the Personnel Unit. In this capacity he is continually interviewing Bureau employees and others and has a very good grasp of this work.

I feel from his field experience that he could creditably acquit himself in any field assignment given to him. Further, he has had training in foreign languages, particularly French, and although his services are very much needed in this division at this time, he would be eligible for assignment where this language qualification could be utilized. He recently assisted in the inspection of the Identification Division and Mr. Hince has reported that he was the outstanding interviewer of the entire group assigned to interviewing some 3,000 employees of Ident.

He is thoroughly loyal to the Director and the Bureau. He works long hours without thought of his personal conveniences and I feel he will develop in the service.

H.L.E.



APC:val

May 15, 1944

MEMORANDUM FOR MR. GLAVIN

In accordance with the Bureau's recently inaugurated policy of permitting Special Agent Supervisors assigned at the Seat of Government to perform field investigative work for a period of two weeks, you should instruct the following Special Agent assigned to your division to report to the Special Agent in Charge of the Richmond Office at 8:30 A.M. on May 22, 1944, for two weeks' investigative assignment:

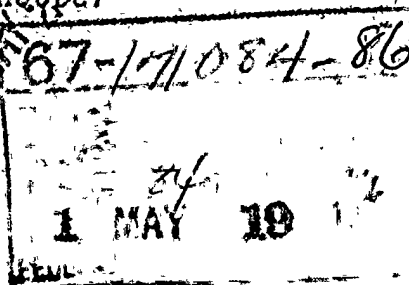
Special Agent E. L. Edwards

The Bureau is notifying the Special Agent in Charge at Richmond to place this Special Agent on both national defense and regular investigative work during this two week period.

Very truly yours,

John Edgar Hoover  
Director

CC - Mr. Glavin  
Mr. Clegg  
Mr. Mackle



Mr. Tolson  
Mr. E. A. Tamm  
Mr. Clegg  
Mr. Coffey  
Mr. Glavin  
Mr. Ladd  
Mr. Nichols  
Mr. Rosen  
Mr. Tracy  
Mr. Mohr  
Mr. Carson  
Mr. Hendon  
Mr. Mumford  
Mr. Jones  
Mr. Quinn Tamm  
Mr. Nease  
Miss Gandy

LFC:val

June 16, 1944

MEMORANDUM FOR MR. GLAVIN

In accordance with the Bureau's recently inaugurated policy of permitting Special Agent Supervisors assigned at the Seat of Government to perform field investigative work for a period of two weeks, you should instruct the following Special Agent assigned to your division to report to the Special Agent in Charge of the Pittsburgh Office at 8:30 A.M. on June 19, 1944, for two weeks' investigative assignment;

Special Agent H. L. Edwards

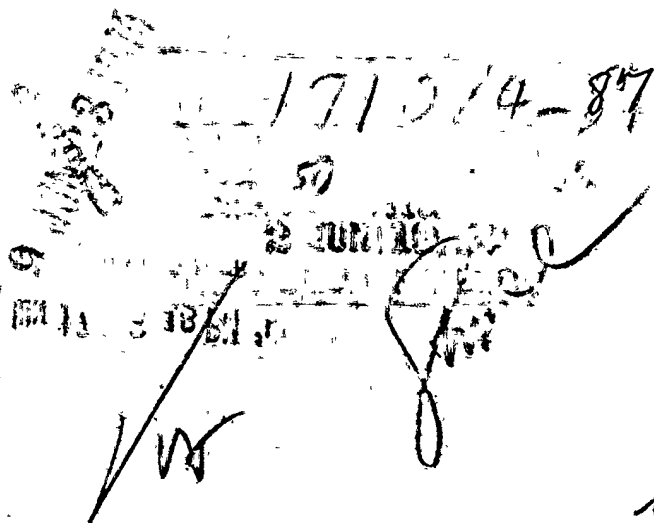
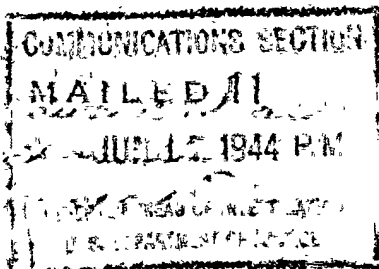
The Bureau is notifying the Special Agent in Charge at the Pittsburgh Office to place this Special Agent on both national defense and regular investigative work during this two week period.

Very truly yours,

John Edgar Hoover  
Director

CC - Mr. Glavin  
Mr. Clegg  
Mr. Mackle

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Coffey \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Mohr \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Mumford \_\_\_\_\_  
Mr. Jones \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Gandy \_\_\_\_\_



NPC:val

June 16, 1944

PERSONAL AND CONFIDENTIAL

Mr. H. T. O'Connor  
Federal Bureau of Investigation  
U. S. Department of Justice  
620 402 Federal Building  
Pittsburgh, 19, Pennsylvania

Dear Mr. O'Connor:

Reference is made to my personal and confidential communication to you of September 22, 1943, wherein you were advised that certain Special Agents presently assigned to the Post of Government in Supervisory positions would be assigned to your office for a period of two weeks to handle regular investigative matters.

The following Special Agent will report to your office at 8:30 A.M., Monday, June 19, 1944, for such assignment:

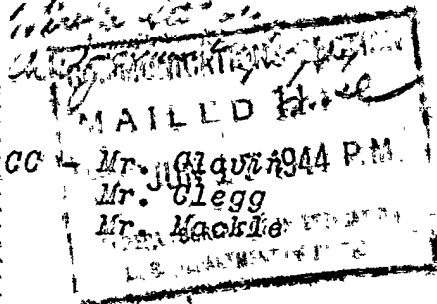
H. L. Edwards

It is desired that in the assignments made to this Special Agent he be assigned to national defense cases during the first week of his assignment and to regular investigative cases during the last week of his assignment. Cases should be assigned to this Agent prior to his arrival at your office and necessary files and serials should be available immediately so that there will be no time lost in starting his investigations.

Sincerely yours,

John Edgar Hoover  
Director

Mr. Tolson  
Mr. E. A. Tamm  
Mr. Clegg  
Mr. Coffey  
Mr. Glavin  
Mr. Ladd  
Mr. Nichols  
Mr. Rosen  
Mr. Tracy  
Mr. Mohr  
Mr. Carson  
Mr. Hendon  
Mr. Mumford  
Mr. Jones  
Mr. Quinn Tamm  
Mr. Nease  
Miss Gandy





Federal Bureau of Investigation  
United States Department of Justice  
Pittsburgh, Pennsylvania  
July 1, 1944

~~CONFIDENTIAL~~

EOD 2-10-41

Director, FBI

Re: FIELD INVESTIGATIVE DUTIES  
OF SPECIAL AGENT SUPERVISORY  
PERSONNEL, SEAT OF GOVERNMENT,  
SPECIAL AGENT H. L. EDWARDS.

Dear Sir:

Reference is made to Bureau letter dated September 22, 1944, in the above captioned matter, and also to Bureau letter dated June 16, 1944, assigning Special Agent H. L. EDWARDS to this office for investigative work.

*CW jji*  
Please be advised that during the period from June 19, to July 1, 1944, inclusive, Special Agent EDWARDS handled the following types of assignments: Extortion, Selective Service, National Motor Vehicle Theft Act, Bureau Applicant, National Stolen Property Act, and Internal Security-C.

Agent EDWARDS presented a neat personal appearance, being appropriately dressed at all times and also a quiet, likeable personality. He satisfactorily performed his assignments in this office, organizing his work properly and producing a satisfactory volume. He appears to be well grounded in Bureau fundamentals, and although his assignments were not involved in nature, he conducted thorough investigations. Agent EDWARDS is rated above average in dictation, being well prepared and confident of his subject matter.

Based on my observations during the limited period in question, I would rate Special Agent EDWARDS as Very Good.

Very truly yours,

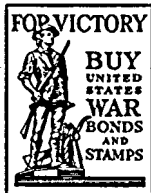
H. T. O'CONNOR, SAC

17 JUL 4

1944

1104110

HTO:LBV  
67-248-



Op. 10

WMW:KEL

July 26, 1944

Local Board Number 3  
Selective Service System  
Kendy's Corner School  
Coatsburg, Pennsylvania

RE: EDWARD LEE EDWARDS  
Order Number 209

Gentlemen:

The Review Committee of the War Manpower Commission, established under the provisions of Executive Order 9307, has determined the position of Special Agent held by Mr. Edwards to be a key position within the meaning of said Executive Order.

The Agency Committee of this Bureau, which has been established in accordance with the provisions of Executive Order 9307, recommends that the attached Forms 42 and 42-S be forwarded to you requesting occupational deferment on behalf of Mr. Edwards.

I would appreciate having these affidavits made a part of the file of the above-named registrant, and request your consideration of the same when you determine his classification. The principal place of employment of this registrant is Washington, D. C.

Should you want any additional information, do not hesitate to call upon me. I shall keep you promptly advised of any change in the occupational status of this registrant.

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Coffey \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Mohr \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Mumford \_\_\_\_\_  
Mr. Jones \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

Enclosure

CC: Review Committee, War Manpower Commission  
CC: Mr. Glavin

57-17124-90  
RECEIVED  
JUL 27 1944  
JUL 27 1944  
JUL 27 1944

V. [Signature]  
P. [Signature]

HOWARD LYNN EDWARDS

209

29

3

Cambridge

Conemaugh

Pennsylvania

Occupation:

The above-named registrant is a Special Agent of the Federal Bureau of Investigation and holds a key position within the meaning of Executive Order 9309.

It is requested that the above-named registrant, who is employed by an agency in or under the Federal Government, be classified in Class II-A or Class II-B by reason of the fact that he is "necessary to and regularly engaged in" an activity in support of the national health, safety or interest, or an activity in war production and is between the ages of 26 and 29, inclusive. Form 42 (Sup.) giving complete details concerning the registrant and his occupation is attached.

Agency Stamp:

7-26-44

J. Edgar Hoover

Washington, D. C.

26th

July

44

Notary Public

7-26-44

	HOWARD	LYNN	EDWARDS
209		May	14 1915 29
3	Conemaugh	Cambria	Pennsylvania
	Special Agent		X
	U.S. Department of Justice		Federal Bureau of Investigation

See attachment. Mr. Edwards is an investigatory agent charged with the duty of investigating violations of the laws of the United States, collecting evidence in cases in which the United States is or may be a party in interest, and performing other duties imposed upon him by law.

February 10, 1941	Washington, D.C.	5228.32
5	3	4 10

Pa. Labor Relations Bd. Harrisburg, Pa.	10-39	2-41	Jr. Examiner	\$1620.
Mutual Life Ins. Co. New York, New York	6-39	1-41	Correspondent	Not avail.
Equitable Life Assurance Society New York, New York	5-39	1-41	Correspondent	Not avail.

Dickinson College School of Law	Carlisle, Pa.	1932-39	1939	A.B. & LL.B.
------------------------------------	---------------	---------	------	--------------

See attachment-over six months.

I-A	2-41	LB
II-A	2-41	LB 8-25-41
III-A	4-41	LB
II-B	10-43	LB 3-10-44
II-A	3-8-44	LB 9-2-44

Yes

June 7, 1943.

See attachment.

See attachment.

See attachment.

Approximately

4500

225

85

None.

See attachment.

See attachment.

Clyde A. Tolson  
xxxxxxx

xxxxxxx

July 26, 1944.



## SPECIAL AGENTS

This position has been designated as a key position by the Review Committee of the War Manpower Commission.

The Federal Bureau of Investigation has been designated as the sole civilian government investigative agency having jurisdiction over the investigation of matters pertaining to national defense such as espionage, sabotage, registration of agents of foreign principals, sedition, treason, and the like, and further, the Federal Bureau of Investigation has sole investigative jurisdiction in a great number of other Federal statutes which embrace bank robbery, kidnaping, extortion, white slave traffic, National Motor Vehicle Theft Act, and numerous others. The investigative work in connection with the above violations is performed by the Special Agent personnel of this Bureau, who are recruited from applicants between the ages of twenty-three and forty. They must be graduates of a law school or an accounting school with the necessary accounting experience, or graduates of a university with extensive investigative experience, or with linguistic qualifications, or have basic educational training and possess satisfactory prior law enforcement experience which will enable them to satisfactorily perform the duties imposed upon them. For certain of the scientific investigative work, Special Agents are secured who primarily are qualified in the sciences, such as ballistics, chemical analysis, spectography, cryptography, mineralogy, metallography, toxicology, and other like sciences. Applicants for appointment to the position of Special Agent must meet the physical standards and requirements for this position, which are exceedingly high. They must have vision of no less than 20/40 in one eye, 20/50 uncorrected, both eyes to be corrected to 20/20. They must have no color deficiency whatever.

Special Agents of the Federal Bureau of Investigation undergo a rigorous training program. All newly appointed Special Agents in the Federal Bureau of Investigation attend training classes for a period of sixteen weeks; the hours of training are from 9:00 a.m. to 9:00 p.m. daily, which course of study is equivalent to two full years of college study. During this period of training, they are thoroughly instructed in the basic rules and regulations and jurisdictions of the Federal Bureau of Investigation. They must satisfactorily pass numerous written examinations during their period of training. If a trainee fails to pass any of these examinations, he is dropped from the school.

The duties of a Special Agent of the Federal Bureau of Investigation are most arduous. They must be available at a moment's notice to go to any part of the United States or to any assignment outside the United States. The hours of duty for these employees are such that they must be in excellent physical health. The average work week for a Special Agent of the Federal Bureau of Investigation is no less than seventy hours. The work of a Special Agent, regardless of his particular qualification, is such that he cannot lead a sedentary or well regulated life. Due to the small number of Special Agents of the Federal Bureau of Investigation presently handling the work under the jurisdiction of the Federal Bureau of Investigation within and without the continental United States, it is necessary that the entire staff be highly mobile.

Special Agents are required to be able to conduct investigations in more than 100 types of cases, including espionage, sabotage, subversive activities, frauds against the government, kidnaping, extortion, bank robbery, White Slave

Traffic Act, etc. They are trained in and required to maintain constant skill in the use of highly technical equipment, technical processes, such as those necessary for the development of latent fingerprints, concealed or obliterated numbers upon firearms, to understand the use of code messages, to conduct physical surveillances of subjects of espionage and similar cases, sometimes for periods of many months, and when necessary, to assume a necessary character to enable them to fit in an undercover capacity into the activities and operations of groups such as foreign agents, who are engaged in thwarting the war effort.

The arduousness and importance of the work of Special Agents of the Federal Bureau of Investigation was readily recognized by the military and naval leaders. The Chief of the Bureau of Navigation, for the Secretary of the Navy, requested Special Agent employees of the Federal Bureau of Investigation to submit their resignations from reserve commissions held by them in the naval services because it had been determined that those Special Agents could better serve their country in their present assignments than if they were to be called into active naval service. The Secretary of War, in 1942, addressed personal communications to 168 Special Agents of the Federal Bureau of Investigation who at that time held reserve commissions in the Army. The Secretary of War at that time advised the Special Agents that their employment in the FBI is of such vital importance to the national defense as to necessitate their remaining at their posts of duty despite the fact that they held reserve commissions in the United States Army, and the request was made that these Agents, through the proper channels, submit their resignations from their commissions.

General Lewis B. Hershey of the Selective Service System pointed out in his Directive to all Local Boards of December 29, 1941, that Special Agent positions of the FBI were most important and essential to the national health, safety, and interests, and that the national defense functions of the FBI should not be impaired by the removal of trained personnel from critical positions in the Bureau.

The position of Special Agent has always been considered the most critical of all positions in the FBI, since, with the tremendous bulk of work placed upon us due to the war emergency, it is essential that a trained qualified staff be available for the handling of this work. If the Federal Bureau of Investigation cannot continue to retain its personnel in this critical position, aid and comfort would most certainly be given to the enemy and others whose interests are inimical to the best interests of the country today. Up to the present time the full complement of Special Agent personnel has not been secured and every effort is being made to secure the necessary additional Special Agent personnel.

I, J. Edgar Hoover, do solemnly swear (or affirm) that I am the Director of the Federal Bureau of Investigation and that the foregoing statements are true to the best of my knowledge and belief.

---

Subscribed and sworn to before me this 26th day of July 19 44

# CLASSIFICATION ADVISORY

App. Not Req.



Local Board No. 3	32
Can. Co. County	021
AUG 11 1944	003
Mundys Corner Sch., RFD #1 Conemaugh, Pa.	

(Local Board Date Stamp With Code)

August 11, 1944

(Date of mailing of Notice of Classification to Registrant)

You are advised that—

Howard Lynn Edwards  
(First name) (Middle name) (Last name)

Order No. 209 has been classified in Class 3-F-171084-91

until Jan. 26, 1945  
(Insert date for Class II-A and II-B only)

by ☒ Local Board.

☐ Board of Appeal (by vote of ..... to .....).

☐ President.

DSS Form 59  
(Revised 12-10-43)

(See other side)

(Member or clerk of local board)

16-37538-2

*noted  
ammy, jr*

*23 file*  
*4 AUG 18 1944*  
*FEDERAL BUREAU OF INVESTIGATION*  
*Trick Hunt*

WRG:ejm

HOWARD LYNN EDWARDS

209

ASSIGNED TO:  
Washington, D.C.

29 (May 14, 1915)

3

Cambria

Conemaugh

Pennsylvania

Occupation:

Mr. Edwards is a Special Agent of the Federal Bureau of Investigation holds a key position within the meaning of Executive Order 9309.

It is requested that the above-named registrant, who is employed by an agency in or under the Federal Government, be classified in Class II-A or Class B by reason of the fact that he is "necessary to and regularly engaged in" an activity in support of the national health, safety or interest, or an activity in war production and is between the ages of 26 and 29, inclusive. Form 42 (Sup.) giving complete details concerning the registrant and his occupation is attached.

Agency Stamp:

AUTHORIZED  
GOVERNMENT REQUEST  
U. S. DEPARTMENT OF JUSTICE  
FBI RECORDS SECTION  
U. S. DEPARTMENT OF JUSTICE  
WASHINGTON, D. C.  
1-11-45

Date: Clyde A. Tolson, Chairman

J. Edgar Hoover

RECORDED

67-171084-92

RECEIVED

JAN 23 1945

Washington, D.C.

11th

January

45

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Coffey \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Mohr \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Mumford \_\_\_\_\_  
Mr. Jones \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

Notary Public  
CC: Review Committee, War Relocation Commission

June 7, 1943

See attachment.

See attachment.

See attachment.

Approximately

4100

260

99

None.

See attachment.

See attachment.

Clyde A. Tolson  
xxxxxxxx

xxxxxxxx

January 11, 1945

1-11-45

	HOWARD	LYNN	EDWARDS	
209		May	14	1915 29
3	Conemaugh	Cambria		Pennsylvania.
	Special Agent		x	

U.S. Department of Justice

Federal Bureau of Investigation

See attachment. Mr. Edwards is an investigatory agent charged with the duty of investigating violations of the laws of the United States, collecting evidence in cases in which the United States is or may be a party in interest, and performing other duties imposed upon him by law.

February 10, 1941

Washington, D.C.

5223.32

5

8

5

3

Pa. Labor Relations Bd. Harrisburg, Pa.	10-39	2-41	Jr. Examiner	\$1620	
Mutual Life Ins. Co. New York, New York	6-39	1-41	Correspondent	Not avail.	
Equitable Life Assurance Society	New York, New York	5-39	1-41	Correspondent	Not avail.

Dickinson College  
School of Law

Carlisle, Pa.

1932-39

1939

A.B. and LL.B.

See attachment-over six months.

I-A	2-41	LB		
II-A	2-41	LB	8-25-41	II-A 8-11-44 LB 1-26-45
III-A	4-41	LB		
II-B	10-43	LB	3-10-44	
II-A	3-8-44	LB	9-2-44	



**Federal Bureau of Investigation  
United States Department of Justice**



IN REPLY, PLEASE REFER TO

FILE NO. \_\_\_\_\_

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund subsequent to August 31, 1944, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary:

Name Mrs. Constance M. Edwards Address C/o H.L. Edwards  
Relationship wife Dated 8/22/44

Very truly yours,

H. L. Edwards  
Special Agent

acm 8-28-44  
mlh

67-100-1111  
1944  
file  
mg  
mlh

# CLASSIFICATION ADVICE

App. Not Req.



Local Board No. 3	32
Cambria County	021
JAN 17 1945	003
Mundys Corner Sch., RFD #1	
Conemaugh, Pa.	

(Local Board Date Stamp With Code)

1-17-45

(Date of mailing of Notice of Classification to Registrant)

You are advised that—

Howard Lynn Edwards  
(First name) (Middle name) (Last name)

Order No. 209 has been classified in Class 67-17-084-93  
until July 11, 1945  
(Insert date for Class II-A and II-B only)

by ☒ Local Board.

☐ Board of Appeal (by vote of ..... to .....).

☐ President.

DSS Form 59  
(Revised 12-10-43)

(See other side)

(Member or clerk of local board)

16-37683-2



March 16, 1945

Local Board Number 3  
Collective Service System  
Kundy's Corner School  
Conemaugh, Pennsylvania

RE: JONAS LYNN EDWARDS  
Order Number 209

Gentlemen:

There is enclosed herewith for the consideration of your Board, properly certified D.S.S. Form 42-A (Special-Revised), in triplicate, covering the Agency Committee's request for occupational deferment of the above-named registrant.

This revised form, properly certified, is necessary under Local Board Memorandum Number 115-F, as amended February 21, 1945, and it will be appreciated if consideration can be given this request for deferment, by the members of your Board.

An appropriate copy of this form has been forwarded to the State Director covering the principal place of employment of this registrant in conformance with existing regulations.

Sincerely yours,

John Edgar Hoover  
Director

Enclosure

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Coffey \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Mohr \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Mumford \_\_\_\_\_  
Mr. Jones \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

Cur

## SELECTIVE SERVICE SYSTEM

Bureau Budget No. 33-R058.3.  
Approval expires Oct. 31, 1945.

## AFFIDAVIT—OCCUPATIONAL CLASSIFICATION (Special—Revised)

(Submit in triplicate, plus any additional copies specified by certifying agency)

Name of company Federal Bureau of Investigation, U.S. Department of Justice

(Corporation, partnership, individual—if self-employed, so state)

Address at which  
registrant is employed U.S. Department of Justice Building

(Location of plant, office, or division where registrant works)

Washington, D.C.

(City)

(State)

Description of the activities of this establishment see attachment

Social Security Industrial Code \_\_\_\_\_

(If not known, call local U. S. E. S. office)

Name of registrant EDWARD LYNN EDWARDSSelective Service Order No. 400 Date of birth May 14, 1915 (29)Local Board 63 Cambria Conazough, Pennsylvania  
(Number) (County) (City) (State)Title of present job Special Agent

(State whether journeyman, apprentice, helper, certificated, licensed, professional engineer, etc.)

Describe duties actually performed see attachment

(Be specific—include name of machine or machine tool, process, materials, etc.)

Date employed February 10, 1941 Date entered present job February 10, 1941Average ~~weekly~~ <sup>annual</sup> rate of pay \$5220.32 Average hours worked per week 65.70  
paid working week - 43 hoursPrior work experience Jr. Examiner, Pennsylvania Labor Relations Board, Harrisburg,  
Pennsylvania; Correspondent, Mutual Life Insurance Company, New York, New York;  
Correspondent, Equitable Life Assurance Society, New York, New YorkEducational background A.B. and LL.B. degrees Dickinson College School of Law,  
Carlisle, Pennsylvania

(Fill out if necessary to establish employee's qualifications for a particular job)

J. Edgar Hoover

(Name)

March 7, 1945

(Date)

Director

(Official position)

Employer: Leave this section blank. Certifying Agency: Complete this section only if request is certified.

CERTIFYING AGENCY

REVIEW COMMITTEE ON DEFERMENT OF GOVERNMENT EMPLOYEES 12

(Name of agency authorized to certify)

(Agency code No.)

certified on MAR 12 1945 for a period of APPROVED 6 Months

(Date)

(Not to exceed 6 months)

Authorized Government Request Stamp must be entered here for Federal Government Employees only

AUTHORIZED

GOVERNMENT REQUEST

U. S. DEPARTMENT OF JUSTICE

F.B.I. REGIONAL AGENCY COMMITTEE

U. S. DEPARTMENT OF JUSTICE BUILDING  
WASHINGTON, D. C.

3-7-45

Date

Clyde A. Tolson, Chairman

REVIEW COMMITTEE ON DEFERMENT OF  
GOVERNMENT EMPLOYEES

EDGAR S. PURYEAR, Chairman

LOCAL BOARD REPORT TO  
DIRECTOR OF SELECTIVE SERVICE

(LOCAL BOARD DATE STAMP WITH CODE)

This registrant has been classified in

Class \_\_\_\_\_ until \_\_\_\_\_

(Member or clerk of local board)

DUPLICATE

CS 16-38026-1



**Federal Bureau of Investigation**  
**United States Department of Justice**



IN REPLY, PLEASE REFER TO

FILE NO. \_\_\_\_\_

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to February 10, 1945, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Fund:

Name Same As Before Address \_\_\_\_\_  
Relationship \_\_\_\_\_ Dated \_\_\_\_\_

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name Same Address \_\_\_\_\_  
Relationship \_\_\_\_\_ Dated 2-10-45

Very truly yours,

H. Lynn Edwards  
Special Agent

*ack  
2-10-45  
mhb*

*19  
2-15-45  
file  
wg-ack*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : CLYDE A. TOLSON

DATE: March 9, 1945

FROM : H. H. CLEGG

SUBJECT: MAJOR CASE

SPECIAL AGENT H. LYNN EDWARDS

SPECIAL SCHOOL FOR SPECIAL CRIMINAL INVESTIGATIVE SQUADS NO. 2  
(In-Service credit given)

FROM 2-12-45 TO 3-7-45  
 EOD 2-10-41  
 GRADE CAF--12  
 SALARY \$4600  
 ASSIGNED TO DIVISION THREE

PHYSICAL EXAMINATION AFFORDED: None

## GRADES ATTAINED:

NOTEBOOK  
 HIP SHOOTING 94  
 PRACTICAL PISTOL COURSE 90  
 SHOTGUN 100  
 .30 RIFLE 90  
 MACHINE GUN 95  
 GENERAL FIREARMS ABILITY - Good

The Firearms Instructor reports that this Agent has a very good knowledge of weapons, is self-confident, interested, strict in observance of safety rules, deliberate, good in marksmanship; and very good in general ability, and knack and skill. He is Qualified to go on Raids and Special Details.

## TECHNICAL EQUIPMENT QUALIFICATIONS:

Good

REMARKS: Interviewing official - Mr. L. A. Hince

Edwards is a Bureau Supervisor of above average appearance, personality and intelligence.

He was qualified as a general Investigator on a Major Case Squad.

He was given special training as an Equipment Supervisor on a Major Case Squad and qualified as such.

Status--Excellent

Mr. Tolson  
 Mr. E. A. Tamm  
 Mr. Clegg  
 Mr. Coffey  
 Mr. Glavin  
 Mr. Ladd  
 Mr. Nichols  
 Mr. Rosen  
 Mr. Tracy  
 Mr. Mohr  
 Mr. Carson  
 Mr. Hendon  
 Mr. Lamford  
 Mr. Jones  
 Mr. Quinn Tamm  
 Tele. Room  
 Mr. Nease  
 Miss Beahm  
 Miss Gandy

3 APR 4 1945  
 RECORDED  
 INDEXED  
 8 APR 27 1945

67-47084-93

*[Handwritten signature]*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : CLYDE A. TOLSON

DATE: March 19, 1945

FROM : H. H. CLEGG

SUBJECT:

SPECIAL AGENT H. LYNN EDWARDS  
 POLICE INSTRUCTORS TRAINING COURSE NO. 2  
 FROM 3-8-45 TO 3-17-45  
 EOD - 2-10-41  
 GRADE - CAF--12  
 SALARY - \$4600  
 ASSIGNED TO - DIVISION THREE

ABILITY AS INSTRUCTOR

QUALIFIED X

NOT QUALIFIED \_\_\_\_\_

PHYSICAL EXAMINATION AFFORDED: \_\_\_\_\_

REMARKS:

GRADES ATTAINED:

Mr. Tolson  
 Mr. E. A. Tamm  
 Mr. Clegg  
 Mr. Coffey  
 Mr. Glavin  
 Mr. Ladd  
 Mr. Nichols  
 Mr. Rosen  
 Mr. Tracy  
 Mr. Mohr  
 Mr. Carson  
 Mr. Hendon  
 Mr. Lamford  
 Mr. Jones  
 Mr. Quinn Tamm  
 Tele. Room  
 Mr. Nease  
 Miss Beahm  
 Miss Gandy

VOCATIONAL TRAINING DEMONSTRATION: Very Good  
 LECTURE DEMONSTRATION: Very Good  
 SYLLABUS: Excellent  
 REMARKS: Interviewing official - N. H. McCabe

Edwards handles himself very well on the platform and did a very good teaching job. He uses visual aids such as the blackboard very well and seems very well qualified to instruct in police training schools.

INSTRUCTOR

RECORDED  
 3 APR 4

1945-963  
 6 MAR 27 45

# CLASSIFICATION ADVICE

App. Not Req.



Local Board No. 3	32
Cambria County	021
MAR 28 1945	003
Mundys Corner Sch., RFD #1	
Conemaugh, Pa.	

(Local Board Date Stamp With Code)

Mar. 28, 1945

(Date of mailing of Notice of Classification to Registrant)

You are advised that—

Howard

(First name)

Lynn

(Middle name)

Edwards

(Last name)

Order No. 209 has been classified in Class 2-A

until 9/12/45 19...  
(Insert date for Class II-A and II-B only)

by ☒ Local Board.

☐ Board of Appeal (by vote of ..... to .....).

☐ President.

DSS Form 59  
(Revised 12-10-43)

(See other side)

(Member or clerk of local board)

16-37588-2

67-171084-97
--------------

RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS  
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

NAME H. Lynn Edwards AGE 29 YEARS, 11 MONTHS  
NATIVITY (state of birth) Penna. MARRIED, SINGLE, WIDOWED: married NUMBER OF CHILDREN one  
FAMILY HISTORY father living and well Mother dead - accidental  
4 siblings living and well. Wife and child living and well

HISTORY OF ILLNESS OR INJURY appendectomy - 1925 - normal recovery  
Diphtheria about 1921 Pain right side of face - 2 weeks. Had tooth # 3  
removed with accentuation of pain and swelling. still under treatment

HEAD AND FACE negative

EYES: PUPILS (size, shape, reaction to light and distance, etc.)

DISTANT VISION RT. 20/ 20-2, corrected to 20/ 20

LT. 20/ 30-2, corrected to 20/ 20

COLOR PERCEPTION normal

(state edition of Stilling's plates or Lamps used)

DISEASE OR ANATOMICAL DEFECTS none

EARS: HEARING RT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH 15'

LT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH 15'

DISEASE OR DEFECTS none

NOSE negative

negative (Disease or anatomical defect, obstruction, etc. State degree)

SINUSES

TONGUE, PALATE, PHARYNX, LARYNX, TONSILS present but not hypertrophic

TEETH AND GUMS (disease or anatomical defect):

MISSING TEETH 1, 4, 13, 16, 30, 31, 3

NONVITAL TEETH no 7

PERIAPICAL DISEASE n

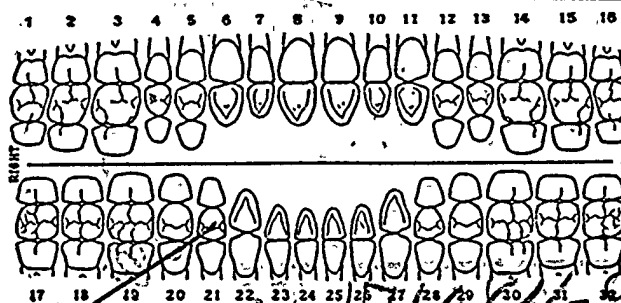
MARKED MALOCCLUSION n

PYORRHEA ALVEOLARIS n

TEETH REPLACED BY BRIDGES n

DENTURES

REMARKS needs prophylaxis



H. Paul  
(Signature of Dental Officer)

GENERAL BUILD AND APPEARANCE medium  
TEMPERATURE 98.4 CHEST AT EXPIRATION 37  
HEIGHT 68 3/4 CHEST AT INSPIRATION 40  
WEIGHT 165 CIRCUMFERENCE OF ABDOMEN AT UMBILICUS 33  
RECENT GAIN OR LOSS, AMOUNT AND CAUSE none  
SKIN, HAIR, AND GLANDS negative  
NECK (abnormalities, thyroid gland, trachea, larynx) negative

SPINE AND EXTREMITIES (bones, joints, muscles, feet) bilateral flat feet with symptoms  
when on feet all day

55 APR 26 1963



THORAX (size, shape, movement, rib cage, mediastinum) negative  
RESPIRATORY SYSTEM, BRONCHI, LUNGS, PLEURA, ETC. negative

CARDIO-VASCULAR SYSTEM negative  
HEART (note all signs of cardiac involvement) negative

PULSE: BEFORE EXERCISE 76 BLOOD PRESSURE: SYSTOLIC 104  
AFTER EXERCISE 118 DIASTOLIC 64  
THREE MINUTES AFTER 76  
CONDITION OF ARTERIES normal CHARACTER OF PULSE full and reg  
CONDITION OF VEINS normal HEMORRHOIDS none

ABDOMEN AND PELVIS (condition of wall, scars, herniae, abnormality of viscera) appendectomy scar

GENITO-URINARY SYSTEM negative  
URINALYSIS: SP. GR. 1.012 ALB. neg SUGAR neg MICROSCOPICAL neg  
VENEREAL DISEASE none

NERVOUS SYSTEM negative (organic or functional disorders)  
ROMBERG negative INCOORDINATION (gait, speech) none  
REFLEXES, SUPERFICIAL present DEEP (knee, ankle, elbow) present TREMORS none  
SEROLOGICAL TESTS negative BLOOD TYPE A  
ABNORMAL PSYCHE (neurasthenia, psychasthenia, depression, instability, worries) none

SMALLPOX VACCINATION: DATE OF LAST VACCINATION 1942  
TYPHOID PROPHYLAXIS: NUMBER OF COURSES 3  
DATE OF LAST COURSE 1942  
REMARKS ON ABNORMALITIES NOT OTHERWISE NOTED OR SUFFICIENTLY DESCRIBED ABOVE  
no pathogens found

SUMMARY OF DEFECTS dental caries 2- bilateral flat feet with symptoms  
3- defective vision - corrected

CAPABLE OF PERFORMING DUTIES INVOLVING strenuous PHYSICAL EXERTION  
IS THIS INDIVIDUAL PHYSICALLY FIT TO PARTICIPATE IN RAIDS AND APPREHENSION OF CRIMINALS  
WHICH MIGHT ENTAIL THE PRACTICAL USE OF FIREARMS yes (yes. or no)  
(when no is given state cause)

FINDINGS, RECOMMENDATIONS AND REMARKS (as per boards, when necessary)  
fitted with special shoes by orthopedic surgeon to correct relaxed  
longitudinal arches.  
Inoculations for typhoid and tetanus.  
dental prophylaxis

W. R. Darnall  
Lt. MC USNR

DATE OF EXAMINATION 4/9/45

Office Memorandum • UNITED STATES GOVERNMENT  
HLE:FW

TO : W. R. GLAVIN

FROM : H. L. EDWARDS

SUBJECT: MARGARET CONNERAN  
Former Bureau Nurse

DATE: 5/4/45

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Coffey \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Egan \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Pennington \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Beahm \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

Confirming my oral conversation with you this morning, the following information is submitted as a matter of record regarding an incident which occurred on the evening of May 3, 1945, which might have some connection with the recent resignation of Miss Conneran, Nurse.

At approximately 6 P.M. on May 3, 1945, Miss Fern Wendell, Secretary in the Personnel Unit Front Office, advised me, at which time I was in the office talking with Mr. Mohr, that she had just received an anonymous call apparently from outside the Bureau. It was an unknown man who called and asked whether a Mr. Edwards was Agent Supervisor of the Nurses in the Bureau. She advised him in the affirmative. Then he inquired if it was Mr. H. L. Edwards. She again replied in the affirmative. Then he asked what the "H" stood for and she then asked him who was calling. He stated "Oh, never mind." She told him she did not know what the "H" stood for. He then asked if it was H. Lynn Edwards and he was advised that was correct. He then asked for my home phone number and my address and this information was not given him. During the course of this conversation Miss Wendell stated that he paused and could be heard talking to someone on the side. She could not identify the other party or what was said. Then he said "all right" and hung up.

Simultaneously with Miss Wendell reporting this to me, my wife called me at the office from my home and told me that she had just received an anonymous male telephone call. The caller asked whether Mr. Edwards was there. She told him that he was at the office. He then asked the home state of the writer and she asked who was calling and the voice said "Oh, this is down at the office and we're getting something out." She accepted the explanation and told the caller that the writer was from Pennsylvania and then he asked for the home town which was given him. He also wanted to know whether the writer had any other relatives in the city and then thanked her and hung up.

In view of the one question which was posed to Miss Wendell regarding the Nurses, it is felt that possibly these telephone calls had something to do with the interview Mr. Edwards had had the preceding evening which resulted in Miss Conneran resigning. The details of this have heretofore been furnished you in complete memorandum form. It is possible in view of the circumstances that Miss Conneran has lodged some sort of grievance with the Civil Service Commission or, on the other hand, that she is securing some assistance in preparing a letter of protest to the Director, or, a third and remote possibility is that she might have consulted an attorney who is en-

deavoring to raise trouble.

The writer asked Mrs. Skilling on the morning of May 4, 1945, if she had heard any rumors or anything unusual with respect to the incident. She stated she had not except that after Miss Conneran left the writer's office on the evening of May 2, 1945, she went over to the Armory Health Service to get her uniforms and personal property and she told Miss Moore, nurse on duty, that "she was glad to be out of the FBI" because she has hated it ever since she entered on duty and she made some other general statements which indicated that her temper was up. Miss Conneran was not particularly upset during the interview with the writer and the writer did not get involved in any argument or fight with her. The interview lasted about an hour. However, Miss Wendell advised the writer that yesterday while waiting in the outer office to be summoned in for the interview, Miss Conneran was extremely furious and made all sorts of rash statements including the fact that she didn't have to give thirty days' notice and could leave right away if she wanted to, the fact that she didn't intend to leave Washington, and the fact that she was put out with the Health Service. She also indicated she had called Fred Brown of the War Transfer Unit and acted as if she knew the man.

The foregoing is submitted for record purposes.

cc: Personnel file Miss Conneran

NPC/jh

May 2, 1945

PERSONAL AND CONFIDENTIAL

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Naval Hospital, Bethesda, Maryland, on April 9, 1945.

This report reflects that you have defective vision in the right eye 20/20-2 - left eye 20/30-2; corrected to 20/20 in each eye, that you have bilateral flat feet with symptoms, and that you have dental caries.

The Board of Examining Physicians of the United States Naval Hospital recommends that you be fitted by an Orthopedic Surgeon with special shoes to correct relaxed longitudinal arches. You are also recommended to secure dental prophylaxis, and inoculations for Typhoid and Tetanus. The Bureau suggests that this be done by you after consultation and with the advice of your family physician. The Bureau is desirous of being advised when this has been done.

It reports that you are capable of performing strenuous physical exertion and have no physical defects that would interfere with your participation in raids or other work involving the practical use of firearms.

Sincerely yours,

John Edgar Hoover  
Director

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Coffey \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Egan \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Pennington \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

CC: Mr. Clegg  
CC: Mr. Glavin

MAY 2 1945

55 APR 26 1945

LB:MS

MR. W. R. GLAVIN

May 15, 1945

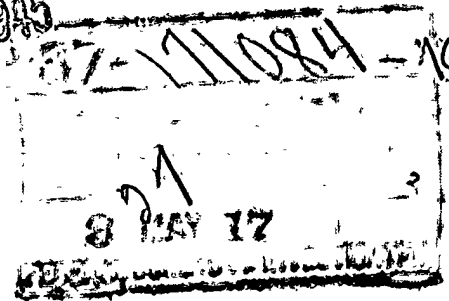
JOHN EDGAR HOOVER, DIRECTOR, FEDERAL BUREAU OF INVESTIGATION

POLICE INSTRUCTORS' SCHOOL

This is to advise that Special Agent H. L. Edwards of your Division has completed the course in the Police Instructors training at the Bureau since February 1945, and is qualified to appear before police training schools and law enforcement conferences.

cc: Chief Clerk's Office, Personnel Files  
SA H. L. Edwards

3 MAY 25 1945



COMMUNICATIONS SECTION

MAILED 14

MAY 16 1945

FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE

Mr. Tolson  
Mr. E. A. Tamm  
Mr. Clegg  
Mr. Coffey  
Mr. Glavin  
Mr. Ladd  
Mr. Nichols  
Mr. Rosen  
Mr. Tracy  
Mr. Carson  
Mr. Egan  
Mr. Hendon  
Mr. Pennington  
Mr. Quinn Tamm  
Mr. Nease  
Miss Gandy

Handwritten signatures and initials, including a large "Q" and "SAD".

WRG:s

HOWARD LYNN REYNOLDS

203

May 14, 1915

3

Cambria

Conemaugh

Pennsylvania

Special Agent

See attachment

February 10, 1941

February 10, 1941

5003.03

65 to 70

paid work week - 43 hours

Pa. Labor Relations Board, Harrisburg, Pa., - 10/30 to 2/41 - Jr.

Examiner. Mutual Life Ins. Co., New York, N. Y., - 6/39 to 1/41 - Correspondent.

Equitable Life Assurance Society, New York, N. Y., - 5/39 to 1/41 - Correspondent.

A.B. and LL.B. Degrees from Dickinson College School of Law,  
Carlisle, Pennsylvania.

See attachment

4 AUG 17 1945

Mr. Tolson  
Mr. E. A. Tamm  
Mr. Clegg  
Mr. Coffey  
Mr. Glavin  
Mr. Ladd  
Mr. Nichols  
Mr. Rosen  
Mr. Tracy  
Mr. Carson  
Mr. Egan  
Mr. Gurnea  
Mr. Harbo  
Mr. Pennington  
Mr. Quinn Tamm  
Mr. Nease  
Miss Gandy

AUG 1945

See attachment

cc. Review Committee, War Manpower Commission

# REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ( )  
OFFICIAL:  
REGULAR ( ) SPECIAL ( )  
PROBATIONAL or TRIAL PERIOD ( )

As of March 31, 1945 based on performance during period from Mar. 31, 1944 to Mar. 31, 1945

H. L. Edwards

(Name of employee)

Special Agent, CAF-12, \$4600

(Title of position, service, and grade)

Federal Bureau of Investigation

Administrative Division

(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE: ✓ if adequate — if weak + if outstanding	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning ----- <input type="checkbox"/> All others ----- <input type="checkbox"/>
--	---	--

- (1) Maintenance of equipment, tools, instruments.
- (2) Mechanical skill.
- (3) Skill in the application of techniques and procedures.
- ± (4) Presentability of work (appropriateness of arrangement and appearance of work).
- ± (5) Attention to broad phases of assignments.
- ± (6) Attention to pertinent detail.
- ± (7) Accuracy of operations.
- ± (8) Accuracy of final results.
- ± (9) Accuracy of judgments or decisions.
- ± (10) Effectiveness in presenting ideas or facts.
- ± (11) Industry.
- ± (12) Rate of progress on or completion of assignments.
- ± (13) Amount of acceptable work produced. (Is mark based on production records? -----) (Yes or no)
- ± (14) Ability to organize his work.
- ± (15) Effectiveness in meeting and dealing with others.
- ± (16) Cooperativeness.
- ± (17) Initiative.
- ± (18) Resourcefulness.
- ± (19) Dependability.
- ± (20) Physical fitness for the work.

- (21) Effectiveness in planning broad programs.
- ± (22) Effectiveness in adapting the work program to broader or related programs.
- ± (23) Effectiveness in devising procedures.
- ± (24) Effectiveness in laying out work and establishing standards of performance for subordinates.
- ± (25) Effectiveness in directing, reviewing, and checking the work of subordinates.
- (26) Effectiveness in instructing, training, and developing subordinates in the work.
- ± (27) Effectiveness in promoting high working morale.
- (28) Effectiveness in determining space, personnel, and equipment needs.
- ± (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
- ± (30) Ability to make decisions.
- ± (31) Effectiveness in delegating clearly defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED

- (A) -----
- (B) -----
- (C) -----

STANDARD Deviations must be explained on reverse side of this form		Adjective rating	Rating official	Adjective rating
Plus marks on all underlined elements, and no minus marks -----	Excellent	9 MAY 9 1945 Kw B	Rating official _____ Reviewing official _____	6
Plus marks on at least half of the underlined elements, and no minus marks -----	Very good			
Check marks or better on a majority of underlined elements, and any minus marks overcompensated by plus marks -----	Good			
Check marks or better on a majority of underlined elements, and minus marks not overcompensated by plus marks -----	Fair			
Minus marks on at least half of the underlined elements -----	Unsatisfactory			

Rated by [Signature] Asst. Director March 31, 1945  
(Signature of rating official) (Title) (Date)  
Reviewed by [Signature] Federal Bureau of Investigation 3-31-45  
(Signature of reviewing official) (Title) (Date)  
Rating approved by efficiency rating committee ----- Report to employee -----  
(Date) (Adjective rating)

RE: H. L. EDWARDS  
Special Agent  
Administrative Division

Special Agent Edwards is rated as Excellent by me for the past rating period. Edwards, during the past rating period, was absent for some period of time on special assignments in the Training Division attending the Major Case School and the Police Instructors' School. I understand that the Training Division was very well satisfied with the manner in which he performed his assignments in these schools.

As Assistant to Mr. Mohr in the Personnel Unit, he has had a heavy job. In addition, he has had charge of the Health Service which caused us difficulty in the past. I can say that during the period of time he has been in charge of the Health Service, we have had none of the little bickerings and squabbles we have had heretofore which definitely shows his abilities in handling temperamental individuals. He has executive, administrative and supervisory experience. He is well-read, presents an excellent appearance and is qualified in the investigative field. I feel that he could handle an Assistant SAC job in any of the smaller or medium-sized offices at the present time. He is entirely loyal to the Director and the Bureau.

One thing that Mr. Edwards must be constantly aware of is the fact that he at times may get himself too tied up in his duties. He has to a great degree learned how to handle volume, and I feel with additional experience he will continue to improve in this regard.

phv



## Office Memorandum • UNITED STATES GOVERNMENT

JPM:JM

TO : MR. W. R. GLAVIN

DATE: 7-25-45

FROM : MR. J. P. MOHR

SUBJECT: H. LYNN EDWARDS  
Special Agent Supervisor  
Administrative Division

Mr. Tolson	
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Coffey	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Carson	
Mr. Egan	
Mr. Gurnea	
Mr. Hendon	
Mr. Pennington	
Mr. Quinn Tamm	
Tele. Room	
Mr. Nease	
Miss Beahm	
Miss Gandy	

Mr. Edwards has advised me that he would appreciate receiving a letter from the Director to assist him in making application for admission to the Bar of the State of Pennsylvania. Mr. Edwards has an LL.B. degree from Dickinson School of Law, Carlisle, Pennsylvania, which he obtained in 1939. He passed the State Board examinations on his first attempt in 1939 and the only requirement for admission to the Bar which he has not fulfilled is that of serving a six months' non-remunerative clerkship. He was unable to do this for financial reasons. He entered on duty in the Bureau on 2-10-41 and since that date has been unable to qualify himself in this last respect for admission to the Bar.

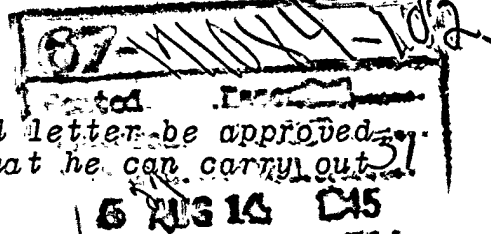
Shortly after Pearl Harbor, according to Mr. Edwards, the Pennsylvania State Board of Law Examiners modified their rules for admission to the Bar and provided that the passing of the Bar examination and the serving of the clerkship or either one of them could be waived to provide for admission of any otherwise qualified person who had entered the armed forces. A number of States including Minnesota and Wisconsin have since that time enlarged their rule to include the FBI in the category of those going into the armed forces. So far as known, Pennsylvania has not yet done this but Mr. Edwards has recently learned of one case where the State Board favorably acted upon the application of a Special Agent, this involving Special Agent Henry M. Biglan assigned to New York City.

Mr. Edwards informed me that he desires to submit a letter requesting consideration of the Board of Law Examiners and he feels that it will materially support his position if he could enclose a letter from the Director setting forth the qualifications, duties and responsibilities of a Special Agent, together with a resume of the type of work that Mr. Edwards has done since he has been in the Bureau.

RECOMMENDATION:

It is recommended that the attached letter be approved, signed and returned to Mr. Edwards so that he can carry out his plan as set forth in the foregoing.

RECORDED



*DD Mohr*  
*nt*

*8*



**Federal Bureau of Investigation**  
**United States Department of Justice**



IN REPLY, PLEASE REFER TO

FILE NO. \_\_\_\_\_

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to July 30, 1945, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK -- ~~MONEY ORDER~~) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Fund:

Name Mrs. Constance M. Edwards Address 40 H. Lynn Edwards  
Relationship wife Dated July 31, 1945

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name same as above Address \_\_\_\_\_  
Relationship / Dated \_\_\_\_\_

Very truly yours,

H. Lynn Edwards  
Special Agent

*Check 8-3-45  
w/blank*

*Aug 6 1945  
H. Lynn Edwards  
file  
w/blank  
rel*



Mr. Mark Le Fever

- 2 -

August 7, 1945

I am definitely of the opinion that the work performed by Special Agents of this Bureau is at least equivalent to the actual practice of law, particularly in the criminal law field. Furthermore, it may be of interest to you to know that there are certain states which accept employment in the FBI in admitting applicants to membership in the Bar due to the fact that the work of this Bureau is considered to be the equivalent of service in the armed forces.

Mr. Edwards' record with this Bureau has been consistently above average and nothing of a derogatory nature is known concerning his character and integrity. I am happy to recommend him for admission to the Pennsylvania Bar.

If there is any additional information which you desire in connection with the study of his application for admission, I shall be pleased to furnish the same immediately upon request.

Sincerely yours,

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Coffey \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Egan \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Pennington \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

# CLASSIFICATION ADVICE

App. Not Req.



Local Board No. 3  
Cambria County  
SEP 12 1945  
Mundys Corner Sch., RFD #1

(Local Board Stamp With Code)

*Conomough*

9-12-45

(Date of mailing of Notice of Classification to Registrant)

You are advised that—

Howard

(First name)

Lynn

(Middle name)

Edwards

(Last name)

Order No. 209 has been classified in Class

until 19

(Insert date for Class II-A and II-B only)

by ☒ Local Board.

☐ Board of Appeal (by vote of ..... to .....).

☐ President.

DSS Form 59  
(Revised 12-10-43)

(See other side)

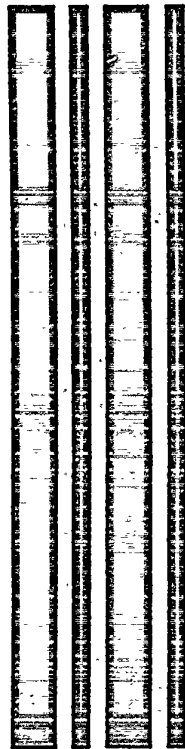
(Member or clerk of local board)

16-37593-2

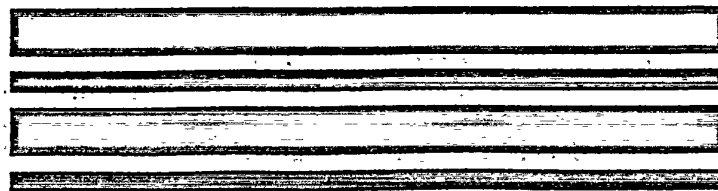
SEP 12 1945  
171084-104  
1 SEP 15 1945  
*[Signature]*

~~SA~~ ~~SE~~ ~~SE~~ XC

Patch III



Assembly



*H. Lynn Edwards*

CC-306

FEDERAL BUREAU OF INVESTIGATION

Room 5517 *Grk* 1945  
Telephone 333

To:

\_\_\_\_ Director  
\_\_\_\_ *X* Mr. Tolson  
\_\_\_\_ Mr. E. A. Tamm  
\_\_\_\_ Mr. Clegg  
\_\_\_\_ Mr. Coffey  
\_\_\_\_ Mr. Glavin  
\_\_\_\_ Mr. Ladd  
\_\_\_\_ Mr. Nichols  
\_\_\_\_ Mr. Rosen  
\_\_\_\_ Mr. Tracy  
\_\_\_\_ Miss Gandy  
\_\_\_\_ Mr. Carson  
\_\_\_\_ Mr. Conrad  
\_\_\_\_ Mr. Egan  
\_\_\_\_ Mr. Harbo  
\_\_\_\_ Mr. Hendon  
\_\_\_\_ Mr. Hince

\_\_\_\_ Mr. Jones  
\_\_\_\_ Mr. Laughlin  
\_\_\_\_ Mr. Long  
\_\_\_\_ Mr. Mumford  
\_\_\_\_ Mr. Nease  
\_\_\_\_ Mr. Cartwright  
\_\_\_\_ Mr. Pennington  
\_\_\_\_ Mr. Pfafman  
\_\_\_\_ Mr. Renneberger  
\_\_\_\_ Mr. Q. Tamm  
\_\_\_\_ Ident. Division  
\_\_\_\_ Records Section  
\_\_\_\_ Mail Room  
\_\_\_\_ Mechanical Section  
\_\_\_\_ Personnel Files  
\_\_\_\_ Dept. Supply Division  
\_\_\_\_ Division of Accounts  
\_\_\_\_ Appointment Clerk  
\_\_\_\_ Mrs. Bohline  
\_\_\_\_ Mrs. Skillman  
\_\_\_\_ Washington F. D.  
\_\_\_\_ M  
\_\_\_\_ Note & Return  
\_\_\_\_ Send File

\_\_\_\_ See Me  
\_\_\_\_ Phone Me  
\_\_\_\_ Record & Route  
\_\_\_\_ Forward To

*Suggested Classification 79*  
*Officer*

*W. H. Glavin*

dsb

October 3, 1945

Mr. W. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

In connection with the Uniform Promotion Act, I am  
indeed pleased to advise you that you have been recommended for  
promotion from \$5100 per annum to \$5500 per annum in Grade GS-12,  
effective November 5, 1945.

Sincerely yours,

John Edgar Hoover  
Director

171054-105

CC-

Miss Eitel  
CCO, Collection Service  
Mr. Edwards

(EOD 2-10-41)

COMMUNICATIONS SECTION  
MAILED 15

★ OCT 4 1945 P.M.

FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE

*[Handwritten signature]*



# FEDERAL BUREAU OF INVESTIGATION

*Edwards*

Mr.  
Miss  
Mrs.

Date

New appointment ☐

*Edwards*

Transfer ☐

Promotion ☐

*October 3, 1945*

Separation ☐

## PRESENT STATUS

**IX**

1. Title:

2. Grade:

3. Salary:

*Special Agent*

4. Seat of Government:

Field: **CAF 12**

5. Division: *\$5180 per annum*

6. Appropriation:

**F**

## PROPOSED ACTION

**"Salaries and Expenses, FBI"**

7. Title:

8. Grade:

9. Salary:

*Special Agent*

10. Seat of Government:

Field: **CAF 12**

11. Division: *\$5390 per annum*

12. Appropriation:

**F**

13. Effective:

14. Position:

**"Additional Salaries and Expenses, FBI"**  
Vice:  
Identical:

15. Remarks: *November 5, 1945*

*Mr. Edwards is being promoted under the Automatic Promotion Bill, Public Laws #200 and #106. He was reallocated from CAF 11, \$2200 to CAF 12, \$4600 effective May 1, 1944.*

**OCT 17 1945**

CC-CCO, Selective Service

Director, Federal Bureau of Investigation

Mr. Tolson	
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Coffey	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Carson	
Mr. Egan	
Mr. Gurnea	
Mr. Hendon	
Mr. Pennington	
Mr. Quinn Tamm	
Mr. Nease	
Miss Gandy	

**COMMUNICATIONS SECTION**  
**MAILED 15**  
**OCT 17 1945 P.M.**

*[Handwritten signatures and initials]*

**4 1945 REL**

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. GLAVIN

DATE: November 30, 1945

FROM : H. L. EDWARDS

SUBJECT:

Mr. Tolson	
Mr. Clegg	
Mr. Coffey	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Carson	
Mr. Egan	
Mr. Hendon	
Mr. Pennington	
Mr. Quinn Tamm	
Tele. Room	
Mr. Nease	
Miss Beahm	
Miss Gandy	

For the Bureau's information and record purposes, this is to advise that on Monday, 11/26/45, the writer was formally admitted to membership before the bar of the Supreme Court of Pennsylvania at Philadelphia, Pennsylvania, on the motion of H. F. Dowling, Esquire.

The writer wishes to express his appreciation for the Bureau's assistance in furnishing him with a letter which was of material aid in having my application for admittance approved.

RECOMMENDATION: That this membership in the bar be made a matter of record in the Vocational Records Section.

HLE:PAM

67-171084-106

Revised.	Recorded.
Searched	Index
Numbered	Filed
78 DEC 5 1945	
VOCATIONAL	

12-3-45  
HLE

**DEPARTMENT OF JUSTICE**  
WASHINGTON 25, D. C.

Date: October 3, 1945

Name: MR. H. LYNN EDWARDS

You are advised of the following action concerning your employment in the Department of Justice:

Nature of Action: PAY INCREASE(Periodic)

Effective: November 5, 1945

	FROM	TO
POSITION	Special Agent	
GRADE SALARY	CAF 12 \$5180	CAF 12 \$5390
BUREAU OR DIVISION		
HEADQUARTERS		
APPROPRIATION	S&E, FBI	
DEPARTMENTAL OR FIELD	Field	

REMARKS:

Public Law #200 as amended 6-30-45.

Reallocated from CAF 11, \$3800 to CAF 12, \$4600, May 1, 1944.

New appointees must take oath of office, enter on duty  
and execute necessary appointment papers before any  
payment of salary can be made.

By direction of the Attorney General

3 file  
10-25-45  
10-25-45  
10-25-45

**DEPARTMENT OF JUSTICE**  
WASHINGTON 25, D. C.

Date: **October 3, 1943**

Name: **W. H. LYNN EDWARDS**

Nature of Action: **PAY INCREASE (Periodic)**

Effective: **November 5, 1943**

No. **BI49575**

CIVIL SERVICE OR  
OTHER LEGAL AUTHORITY

	FROM	TO	NATURE OF POSITION
POSITION	<b>Special Agent</b>		(a) NEW
GRADE SALARY	<b>CAF 12 \$3100</b>	<b>CAF 12 \$3390</b>	P. C. No.
BUREAU OR DIVISION			(b) ADDTNL. IDENT:
HEADQUARTERS			P. C. No.
APPROPRIATION	<b>C33, FBI</b>		(c) VICE
DEPARTMENTAL OR FIELD	<b>Field</b>		P. C. No.
			DATE OF OATH

REMARKS:

**Public Law #200 has extended 6-30-43.  
Reallocated from CAF 11, \$3000 to CAF 12, \$4600, May 1, 1944.**



Mr. Tolson.....  
 Mr. E. A. Tamm.....  
 Mr. Clegg.....  
 Mr. Coffey.....  
 Mr. Glavin.....  
 Mr. Ladd.....  
 Mr. Nichols.....  
 Mr. Rosen.....  
 Mr. Tracy.....  
 Mr. Carson.....  
 Mr. Egan.....  
 Mr. Gurnea.....  
 Mr. Hendon.....  
 Mr. Pennington.....  
 Mr. Quinn Tamm.....  
 Mr. Nease.....

*Nease*

October 8, 1945

Mr. John Edgar Hoover, Director  
 Federal Bureau of Investigation  
 U. S. Department of Justice  
 Washington, D. C.

*Handy*  
*File*

Dear Mr. Hoover:

I am in receipt of your letter of October 3, 1945, advising me that I have been recommended for promotion in CAF-12 from \$5180 to \$5390 per annum, effective November 5, 1945 in accordance with the provisions of the Uniform Promotion Act.

I am writing this letter to express my gratitude for this bit of favorable news, and I wish to assure you of my continued desire to merit the confidence you have placed in me. You may be assured of my constant loyalty to you, the Bureau and its important work.

Respectfully yours,

*H. Lynn Edwards*  
 H. Lynn Edwards

67-  
 ...led.....Recorded..  
 ...2...Booked.....  
 5 OCT 9 1945  
 ...

*ENT-101*  
*file*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. GLAVIN

FROM : J. P. MOHR

SUBJECT: H. L. EDWARDS  
Special Agent Supervisor  
Personnel Unit

DATE: March 14, 1946

Mr. Tolson	
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Coffey	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Carson	
Mr. Egan	
Mr. Hendon	
Mr. Pennington	
Mr. Quinn Tamm	
Tele. Room	
Mr. Nease	
Miss Beahm	
Miss Gandy	

For record purposes, this is to advise that Mr. H. L. Edwards suffered a slight injury to his neck while taking gym on 3/11/46 which he reported to the Health Service and went over to Public Health for examination and treatment. The surgeon there found that he had possibly misplaced a vertabrae in the region of his neck and strained the muscles in that locality. The surgeon is going to afford him short-wave therapy in an effort to cure the situation.

RECORDED

CC: Mrs. Skilling

HLE:pam

67-171046-4-107

Init-d.....	Recorded.....
Index-d.....	Checked.....
MAILED	15

Federal Bureau of Investigation  
United States Department of Justice

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to February 28, 1946, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK ~~MONEY-ORDER~~) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Fund:

Name CONSTANCE M. EDWARDS, and if she is dead, to [redacted] daughter  
Address 40 me  
Relationship Wife Dated Jan. 15, 1946

b6  
b7C

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name same as above Address \_\_\_\_\_  
Relationship \_\_\_\_\_ Dated \_\_\_\_\_

Very truly yours,

*ack 1/24/46 ji*  
*H. Lynn Edwards*  
Special Agent  
JAN 26 1946  
Wyg/Rel

# Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. CLEGG

DATE: March 15, 1946

FROM : H. A. MEYERS

SUBJECT: INJURY IN BASEMENT GYMNASIUM

Mr. Tolson	_____
Mr. E. A. Tamm	_____
Mr. Clegg	_____
Mr. Coffey	_____
Mr. Glavin	_____
Mr. Ladd	_____
Mr. Nichols	_____
Mr. Rosen	_____
Mr. Tracy	_____
Mr. Carson	_____
Mr. Egan	_____
Mr. Gurnea	_____
Mr. Hendon	_____
Mr. Pennington	_____
Mr. Quinn Tamm	_____
Tele. Room	_____
Mr. Nease	_____
Miss Beahm	_____
Miss Gandy	_____

This is to advise that Supervisor H. L. Edwards informed the writer on March 14, 1946, that he had suffered an injury in the region of his upper back during his regularly scheduled gymnasium period on March 11 1946. Edwards stated that the injury occurred while he was working-out with a piece of apparatus known as the bar bell. Edwards also stated that the injury caused him considerable trouble on Monday evening and that on Tuesday he went to the building nurse who suggested that he go to Public Health, which he did. The injury was diagnosed at Public Health as a possible strained muscle.

HAM:eg

3 APR 25 1946

67-171084-108	
....Recorded.....	
Checked .....	
Filed .....	
8 MAR 25 1946	
INVESTIGATION	

THREE  
JNL



## Office Memorandum • UNITED STATES GOVERNMENT

TO : H. H. CLEGG

FROM : J. A. CARLSON

SUBJECT: SPECIAL AGENTS QUALIFIED TO ASSIST ON INSPECTIONS

DATE: April 26, 1946

Mr. Tolson	_____
Mr. E. A. Tamm	_____
Mr. Clegg	_____
Mr. Coffey	_____
Mr. Glavin	_____
Mr. Ladd	_____
Mr. Nichols	_____
Mr. Rosen	_____
Mr. Tracy	_____
Mr. Mohr	_____
Mr. Carson	_____
Mr. Hendon	_____
Mr. Mumford	_____
Mr. Jones	_____
Mr. Quinn Tamm	_____
Tele. Room	_____
Mr. Nease	_____
Miss Beahm	_____
Miss Gandy	_____

A special school in inspection procedures was held on April 18 and 19, 1946, with the following in attendance:

H. Lynn Edwards  
Arthur O. Larson

These men manifested a keen interest in the instruction, and it is believed they are qualified to assist on inspections at this time.

JAC:BG

67-171084-109

Searched \_\_\_\_\_

Numbered 76

File 102

1 APR 30 1946

FEDERAL BUREAU OF INVESTIGATION

THREE

Two

WRG:LED

THE DIRECTOR

December 14, 1945

W. R. GLAVIN

PERSONNEL

Reference is made to the Director's memorandum of November 28, 1945, SAC Letter NO. 108, Series 1945, concerning personnel wherein I was instructed to submit by January 15, 1946, a list of those Special Agents in my office who should be considered on a long range basis for development as Special Agents in Charge.

At the present time I feel that the following Special Agents can be considered in this category:

SPECIAL AGENT ROBERT E. LEE

SA Lee is assigned as Chief Clerk. He is in grade CAF-13, is thoroughly qualified in the handling of the Administrative Division, has an excellent knowledge of the budget and an excellent knowledge of the Department. I feel that SA Lee in his present position can much better serve the Bureau, although I have no doubt that he could handle a Special Agent in Charge position in any of the offices of the Bureau, outside of possibly New York, at the present time.

SPECIAL AGENT JOHN P. MOHR

SA Mohr at the present time is the Personnel Officer of the Bureau. He is in grade CAF-13. He is the best qualified Special Agent Supervisor in the Bureau on veterans preferences, Civil Service replacement procedures, WMC directives and other such matters. It is felt that he can best serve the Bureau in his present position. He does have the ability to be considered for a Special Agent in Charge although he is better serving the Bureau in his present position.

SPECIAL AGENT H. L. EDWARDS

Mr. Edwards is presently designated as Classification Officer of the Bureau, is in grade CAF-12 and is exceptionally well fitted for his present duties. He has, however, the capacity, the appearance, the intelligence and the experience to be considered for further development in the Bureau and I would have no hesitancy in recommending him for a high administrative position in the field. I do feel that Mr. Edwards is ideally placed at the present time, although I will not hesitate to release him in the event he can be considered for advancement elsewhere.

3 APR 5 1946

-2-

SPECIAL AGENT W. P. CALLAHAN

Mr. Callahan possesses the necessary experience, intelligence and loyalty to be considered for further development in the Bureau. He is qualified in all of the Administrative Division work, handles all of the rail and air transportation matters, is an expert on Selective Service matters insofar as Bureau personnel matters is concerned, is entirely familiar with the budget and can be utilized in any unit of the Division without hesitation. He has the capacity for further development. He is presently in grade CAF-12. I would have no hesitancy in releasing him if the opportunity arose for his further advancement in the field service, although he is of great value to the Bureau in his present assignment.

SPECIAL AGENT J. E. EDWARDS

Special Agent Edwards has the Capacity for further development in the service. He could be considered at the present time for an administrative position in the field, although he would need further development before being considered for a SAC position. He handles a tremendous volume of work. He is very loyal to the Bureau and is one of the most hard-working Supervisors I have ever had since my period of assignment at Washington. He presently handles all of the disciplinary matters insofar as briefing, research and initial recommendations are concerned, handles all accident, compensation and leave matters, as well as promotions under the Uniform Promotion Act and related procedures. He is well adapted to his present position.

Special Agents Gauthier and Rennaberger are presently assigned where they can be of most value to the Bureau. Neither has had any extensive field experience and in their specialized fields, the Bureau is realizing their full worth. It is hoped at some later date that further consideration can be given to their reallocations.

## Office Memorandum • UNITED STATES GOVERNMENT

TO : W. R. GLAVIN

FROM : J. P. MOHR

SUBJECT: H. LYNN EDWARDS  
Special Agent  
Classification Officer  
Personnel Unit  
Administrative Division

DATE: 8/13/46

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Egan \_\_\_\_\_  
Mr. Gurnea \_\_\_\_\_  
Mr. Harbo \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Pennington \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Beahm \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

REWARD FOR SUPERIOR ACCOMPLISHMENT

It is felt that Special Agent Supervisor Edwards, who has been functioning for the last 2½ years as Assistant Personnel Officer, well deserves consideration at this time for a Reward for Superior Accomplishment. Mr. Edwards, in addition to performing his regularly assigned duties in an outstanding manner, has also undertaken the job as Classification Officer for the Bureau and I think you will agree that he has done a splendid job in this respect. Not only has he developed contacts at the Civil Service Commission in the Classification Division to acquaint those officials with the problems of the Bureau, but he has also maintained very close liaison with the Civil Service representative handling Bureau classifications as well as the Departmental officials who clear our requests for transmittal to the Civil Service Commission.

It was Mr. Edwards who suggested about a year ago that the Bureau standardize its field positions and at that time laid the ground work for such standardization. It is felt that at the present time our field positions are in such shape that when the Civil Service Commission comes in to make its survey in connection with the extension of the Classification Act to the field service, our field clerical positions particularly will be easily susceptible to the Classification Act standards.

4 SEP 1946  
67-111091-110  
Mr. Edwards has supervised the Health Service for the past 2½ years and in that connection he has done an outstanding job. He gets along with Mrs. Skilling in an excellent manner. It was through his efforts that we reclassified the positions in the Health Service and at the present time he has under consideration the reclassification of our nursing positions to the Professional category. Mr. Edwards has conscientiously followed all of the cases that have been referred to the Health Service for attention and on many occasions he has devoted

his personal time and money to assist employees who are ill and in need of attention.

Mr. Edwards has always shown a deep devotion to duty, is extremely loyal to the Bureau, is conscientious, has shown no hesitancy in putting in a large volume of overtime whenever the work demanded it, many times at personal hardship to himself. I know there have been occasions when he has not been feeling in the best of health - that he has come to the office to perform his duties rather than stay home. He has shown a particularly fine aptitude for analyzing matters which have been submitted to him and has always been quick to make suggestions to improve the personnel program of the Bureau. He has always demonstrated he has been alert to his responsibilities and has handled my desk on many occasions in an above average manner.

It is felt that Mr. Edwards by virtue of his sustained work performance has met the requirements of the Civil Service Commission in meriting an EXCELLENT efficiency rating among employees in the same grade and that he well deserves a Reward for Superior Accomplishment at this time.

RECOMMENDATION:

It is recommended that Special Agent Supervisor H. L. Edwards be granted a Reward for Superior Accomplishment for his sustained work performance over a long period of time and he is entitled to a rating of EXCELLENT among employees in his grade. In the event you approve, his salary will be increased in grade CAF-12 from \$6144.60 to \$6384 per annum.

JPM:FW

OK  
9-5  
4

OK  
H.

J. P. Mohr  
JPM

Letter to Mr. Edwards  
memo. + PR  
9-13-44  
WJG

H. LYNN EDWARDS, SPECIAL AGENT

Entered on duty	February 10, 1941
Official title	Special Agent
Unit employed in	Administrative Division
Grade and salary	CAF-12, \$5390
Age	30
Marital status	Married - 1 child
Education	A.B. - LL.B. - Admitted Pennsylvania
In this Unit since	June, 1943
Office of preference	Washington - Pittsburgh - Miami
Duties	Assistant to Mr. Mohr - Supervises Health Service, Applicant Section; Conducts interviews
Badge, commission card and gun	Satisfactory

MR. GLAVIN:

Mr. Edwards has continued as Classification Officer of the Bureau. As such he is responsible for the classification of all positions in the field and at the Seat of Government. It is necessary that he maintain close liaison with classification officers of the Civil Service Commission. He must have a thorough knowledge of all classification procedures of the Commission so that positions in the Bureau may be properly classified. In addition, he assists Mr. Mohr, the Personnel Officer. He interviews many individuals, particularly veterans desirous of employment in the Bureau and his intelligent handling of these interviews can be best determined by the fact that even though he cannot employ a great majority of these veterans we have had no kick back from any federal organization or any of the Congressmen or Senators on the Hill.

One of the outstanding accomplishments of Mr. Edwards is the efficient handling of the Health Service. During the past year the Health Service has run exceedingly smoothly and I attribute the smoothness of this service to the harmony in which Mr. Edwards and Mrs. Skilling have worked together.

I consider Mr. Edwards a good field Agent, and one who possesses administrative and executive ability. He is qualified for an administrative position in any field office at the present time and will continue to advance in the service. I consider him an excellent Agent.

INSPECTOR J. S. EGAN:

Mr. Edwards presents a good appearance, is a hard worker of above average ability and appears to have executive ability.

Inspection Report  
Administrative Division  
Inspector J. S. Egan  
April 1 to 19, 1946  
(Interview by Inspector Egan)

# REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ( )  
OFFICIAL: REGULAR ( ) SPECIAL ( )  
PROBATIONAL or TRIAL PERIOD ( )

As of March 31, 1946 based on performance during period from April 1, 1945 to March 31, 1946

H. Lynn Edwards Special Agent, CAF-12, \$5390  
(Name of employee) (Title of position, service, and grade)

FBI, Administrative Division, Seat of Government  
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning <input type="checkbox"/> All others <input type="checkbox"/>
✓ if adequate		
- if weak		
+ if outstanding		

- |   |   |
|---|---|
| ----- (1) Maintenance of equipment, tools, instruments.   | ----- (21) Effectiveness in planning broad programs.  |
| ----- (2) Mechanical skill.   | ----- (22) Effectiveness in adapting the work program to broader or related programs.                   |
| ----- (3) Skill in the application of techniques and procedures.                                  | ----- (23) Effectiveness in devising procedures.  |
| ----- (4) Presentability of work (appropriateness of arrangement and appearance of work).         | ----- (24) Effectiveness in laying out work and establishing standards of performance for subordinates. |
| ----- (5) Attention to broad phases of assignments.   | ----- (25) Effectiveness in directing, reviewing, and checking the work of subordinates.                |
| ----- (6) Attention to pertinent detail.  | ----- (26) Effectiveness in instructing, training, and developing subordinates in the work.             |
| ----- (7) Accuracy of operations.   | ----- (27) Effectiveness in promoting high working morale.  |
| ----- (8) Accuracy of final results.  | ----- (28) Effectiveness in determining space, personnel, and equipment needs.                          |
| ----- (9) Accuracy of judgments or decisions.   | ----- (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.               |
| ----- (10) Effectiveness in presenting ideas or facts.  | ----- (30) Ability to make decisions.   |
| ----- (11) Industry.  | ----- (31) Effectiveness in delegating clearly defined authority to act.                                |
| ----- (12) Rate of progress on or completion of assignments.                                      |   |
| ----- (13) Amount of acceptable work produced. (Is mark based on production records? (Yes or no)) |   |
| ----- (14) Ability to organize his work.  |   |
| ----- (15) Effectiveness in meeting and dealing with others.                                      |   |
| ----- (16) Cooperativeness.   |   |
| ----- (17) Initiative.  |   |
| ----- (18) Resourcefulness.   |   |
| ----- (19) Dependability.   |   |
| ----- (20) Physical fitness for the work.   |   |

## STATE ANY OTHER ELEMENTS CONSIDERED

- (A) Capability of additional responsibility
- (B) \_\_\_\_\_
- (C) \_\_\_\_\_

## STANDARD

Deviations must be explained on reverse side of this form

Adjective rating

- Plus marks on all underlined elements, and no minus marks.
- Plus marks on at least half of the underlined elements, and no minus marks.
- Check marks or better on a majority of underlined elements, and any minus marks overcompensated by plus marks.
- Check marks or better on a majority of underlined elements, and minus marks not overcompensated by plus marks.
- Minus marks on at least half of the underlined elements.

Adjective rating  
Excellent

Very good

Good

Fair

Unsatisfactory

Rating official

Reviewing official

**EXCELLENT**

Rated by [Signature] Assistant Director March 31, 1946  
(Signature of rating official) (Title) (Date)

Reviewed by \_\_\_\_\_ (Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee \_\_\_\_\_ (Date) Report to employee \_\_\_\_\_ (Adjective rating)

H. LYNN EDWARDS  
Special Agent  
Annual Efficiency Rating

Mr. Edwards entered on duty as a Special Agent on February 10, 1941, and has been assigned to duties in the Chief Clerk's Office since June 2, 1943.

Mr. Edwards has continued as Classification Officer of the Bureau. As such he is responsible for the classification of all positions in the field and at the Seat of Government. It is necessary that he maintain close liaison with classification officers of the Civil Service Commission. He must have a thorough knowledge of all classification procedures of the Commission so that positions in the Bureau may be properly classified. In addition, he assists Mr. Mohr, the Personnel Officer. He interviews many individuals, particularly veterans desirous of employment in the Bureau and his intelligent handling of these interviews can be best determined by the fact that even though we cannot employ a great majority of these veterans, we have had no kick back from any federal organizations or any of the Congressmen or Senators on the Hill. One of the outstanding accomplishments of Mr. Edwards is the efficient handling of the Health Service. During the past year the Health Service has run exceedingly smoothly and I attribute the smoothness of this service to the harmony in which Mr. Edwards and Mr. Skilling have worked together. I consider Mr. Edwards a good field Agent, and one who possesses administrative and executive ability. He is qualified for an administrative position in any field office at the present time and will continue to advance in the service.

Mr. Edwards is qualified in the use of firearms and could be assigned to any dangerous investigations. He is entirely loyal to the Director and the Bureau and is considered an excellent employee.

10/12



September 13, 1946

0  
Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

This is to advise you that you have been recommended for a promotion from \$6144.60 per annum to \$6384 per annum in Grade CAF 12. This award for superior accomplishment will be effective the first pay day following clearance by the Civil Service Commission.

It was indeed a pleasure to recommend this promotion in view of the excellent and conscientious manner in which you have performed all duties assigned to you.

Sincerely yours,

CC - Miss E. J. Edwards (add 2-10-47) mbered

67-  
Searched  
Indexed  
Filed  
SEP 16 1946  
FEDERAL BUREAU OF INVESTIGATION

SEP 13 12 18 PM '46

RECEIVED-DIRECTOR  
U.S. DEPT. OF JUSTICE

- Mr. Tolson
- Mr. E. A. Tamm
- Mr. Clegg
- Mr. Glavin
- Mr. Ladd
- Mr. Nichols
- Mr. Rosen
- Mr. Tracy
- Mr. Carson
- Mr. Egan
- Mr. Gurnea
- Mr. Harbo
- Mr. Hendon
- Mr. Pennington
- Mr. Quinn Tamm
- Mr. Nease
- Miss Gandy

September 13, 1946

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

I have noted in a recent issue of the  
Alexandria Gazette that you were teamed up with  
Mr. Jack Potter and won the Men's Doubles Tennis  
Tournament.

I was very pleased to note your  
achievement in this field of recreational activ-  
ity and desire to take this opportunity to con-  
gratulate you.

Sincerely yours, J

JPM:FW

67-171084-112

Searched	.....
Number	.....
Filed	.....
3 SEP 19 1946	
FEDERAL BUREAU OF INVESTIGATION	
U.S. DEPT. OF JUSTICE	
RECEIVED DIRECTOR	

3 32 PM '46

Mr. Tolson  
Mr. E. A. Tamm  
Mr. Clegg  
Mr. Coffey  
Mr. Glavin  
Mr. Ladd  
Mr. Nichols  
Mr. Rosen  
Mr. Tracy  
Mr. Carson  
Mr. Egan  
Mr. Hendon  
Mr. Pennington  
Mr. Quinn Tamm  
Mr. Nease  
Miss Gandy

SEP 13 1946 P.M.

## Jack Potter Dominates Tennis Tourney In Recreation Department Competition

### Kathleen Savage Ladies' Champion

Jack Potter, of 515 N. Payne St., weathered tennis veteran of many seasons dominated the Labor Day Tourney sponsored by the Alexandria Recreation Department. After winning three preliminary matches in straight sets, Potter defeated Donald S. Andrews 6-2, 6-4 in the finals of the Men's Singles at the G. W. High School courts yesterday. Potter, twice the age of some of his opponents, proved his youthfulness with the racquet by teaming up with H. L. Edwards in the Men's Doubles and annexing that title too.

Thomas and Boan, the other Men's Doubles finalists, pushed the champs to their only duce set of the tourney but finally succumbed 9-7, 6-0.

Kathleen Savage won the Women's Singles crown after dropping the first set 8-8 by coming back with 6-0, 6-0 to overcome an exhausted Mrs. Annie V. Hendricks. Raymond V. Sanger, tournament supervisor for the Recreation Department, reported a keen interest and enthusiasm on the part of the contestants and a number of spectators.

Other results yesterday were as follows: Men's Singles: Potter over Murphy 6-0, 6-0; Andrews over West 6-2, 6-1. Eliminated Saturday in preliminaries and quarter finals were: Taylor, Hell, N. Bernheimer, Thomas, Levy, Edwards, Andre, S. Bernheimer, Burroughs, and K. Taylor.

Men's Doubles: Burroughs Bernheimer over Murphy Bernheimer 4-6, 6-3, 9-7; Taylor Taylor over West West 6-4, 7-5; Edwards Potter over Burroughs Bernheimer 6-2, 6-3; Thomas Boan over Taylor Taylor 6-4, 4-6, 6-3.

ALEXANDRIA GAZETTE  
September 3, 1946

*Left - Kler  
Jm - ju  
9/13*

AP

October 9, 1946

Mr. H. John Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

With reference to the Bureau's letter of September 12, 1946, I am pleased to advise you that your promotion from \$2244.00 per annum to \$2364 per annum in Grade GS-12, became effective October 8, 1946.

Sincerely yours,

J. Edgar Hoover  
John Edgar Hoover  
Director

4 OCT 16 1946

67-171084-113	
Searched	
Numbered	6
Filed	
3 OCT 11 1946	
FEDERAL BUREAU OF INVESTIGATION	

CC - Miss Eitel  
J. E. Edwards (eod 2-10-41)  
CCO - Selective Service

RECEIVED DIRECTOR  
U.S. DEPT. OF JUSTICE  
OCT 9 10 20 AM '46

- Mr. Tolson
- Mr. E. A. Tamm
- Mr. Clegg
- Mr. Glavin
- Mr. Ladd
- Mr. Nichols
- Mr. Rosen
- Mr. Tracy
- Mr. Carson
- Mr. Egan
- Mr. Gurnea
- Mr. Harbo
- Mr. Hendon
- Mr. Pennington
- Mr. Quinn Tamm
- Mr. Nease
- Miss Gandy

COMM  
★ OCT 9 1946

FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPT. OF JUSTICE

OCT 10 5 00 PM '46  
RECEIVED DIRECTOR  
U.S. DEPT. OF JUSTICE

*[Handwritten signatures and initials]*

# FEDERAL BUREAU OF INVESTIGATION

Mr.  
Miss  
Mrs.

Date

New appointment

**EXTRA SPECIAL AGENT**

Transfer

Promotion

**September 19, 1948**

Separation

## PRESENT STATUS

1. Title:

2. Grade:

3. Salary: **Special Agent**

4. Seat of Government:

Field:

5. Division:

**\$6144.00 per annum**

6. Appropriation:

## PROPOSED ACTION

**"Salaries & Expenses, FBI"**

7. Title:

8. Grade:

9. Salary:

**Special Agent**

10. Seat of Government:

Field:

11. Division:

**\$6534 per annum**

12. Appropriation:

13. Effective:

**"Salaries & Expenses, FBI"**

15. Remarks:

**First pay day collecting clearance by Civil Service Commission**

Additional:

Vice:

Identical:

Promotion for superior accomplishment under Federal Employees Pay Act of July 1, 1945. This award for superior accomplishment is being recommended in view of the outstanding services performed by him in connection with his regularly assigned duties. He was promoted from \$5100 per annum to \$5370 per annum in Grade CAF 12, effective November 5, 1945. His last efficiency rating

was Excellent.

(Title)

CC - Mr. Tolson

CCO \* Selective Service

Director, Federal Bureau of Investigation

Mr. Tolson  
Mr. E. A. Tamm  
Mr. Clegg  
Mr. Coffey  
Mr. Glavin  
Mr. Ladd  
Mr. Nichols  
Mr. Rosen  
Mr. Tracy  
Mr. Carson  
Mr. Egan  
Mr. Gurnea  
Mr. Hendon  
Mr. Pennington  
Mr. Quinn Tamm  
Mr. Nease  
Miss Gandy

OCT 1 1948

67-NOT RECORDED

September 13, 1946

RECOMMENDATION OF AWARD FOR SUPERIOR ACCOMPLISHMENT

RE: H. Lynn Edwards  
Special Agent  
CAF 18, \$6144.60

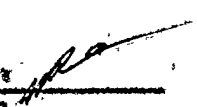
It is recommended that this employee be afforded the additional advancement recommended in the attached Personnel Recommendation in view of his outstanding and sustained work performance over a period of time of a decidedly above average nature. In addition to performing his regularly assigned duties in an outstanding manner, Mr. Edwards has functioned as Classification Officer for the Bureau and has done a splendid job in this respect. He has developed contacts in the Classification Division of the Civil Service Commission to acquaint the officials with the problems of the Bureau, and has maintained very close liaison with the representatives of the Civil Service Commission handling Bureau classifications, as well as with the Department officials who clear the correspondence for transmittal to the Commission. About a year ago he suggested the standardization of the Bureau's field positions, and at that time laid the ground work for such standardization, with the result that at the present time our field clerical positions, particularly, will be easily susceptible to the classification standards when the Civil

Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Egan \_\_\_\_\_  
Mr. Gurnea \_\_\_\_\_  
Mr. Harbo \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Pennington \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

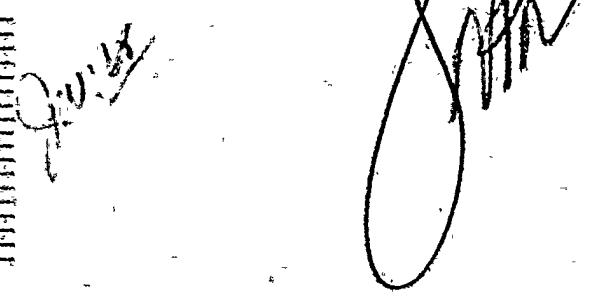
Service survey is made. Mr. Edwards has also supervised the Bureau's Health Service for the past two and one-half years, and in that

V.

connection has done an outstanding job. Through his efforts the positions in the Health Service were reclassified and placed in the professional service. Mr. Edwards has conscientiously followed all cases referred to the Health Service for attention, and on many occasions has devoted his personal time and money to assisting employees who were ill and needed attention. Mr. Edwards has shown a particularly fine aptitude for analyzing matters, and has submitted many suggestions which have been adopted to improve the personnel program of the Bureau. He has always shown a deep devotion to duty; is loyal, dependable and conscientious, and has put in a large volume of overtime, many times at personal sacrifice, and for which no compensation or compensatory leave were requested. Mr. Edwards' work has warranted commendation among fellow employees as well as from immediate superiors. It is considered he has distinguished himself as excellent among other employees in his grade, and that he well merits the promotion recommended.

  
F. R. Olavin  
Chairman, Review Committee on  
Awards for Superior Accomplishments

Enclosure

  
Mr. Tolson \_\_\_\_\_  
Mr. E. A. Tamm \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Carson \_\_\_\_\_  
Mr. Egan \_\_\_\_\_  
Mr. Gurnea \_\_\_\_\_  
Mr. Harbo \_\_\_\_\_  
Mr. Hendon \_\_\_\_\_  
Mr. Pennington \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Gandy \_\_\_\_\_

**DEPARTMENT OF JUSTICE**  
WASHINGTON 25, D. C.

NO. **FBI 14810**  
CIVIL SERVICE OR  
OTHER LEGAL AUTHORITY

Name : **MR. R. LYNN EDWARDS**

Nature Of Action : **SUPERIOR ACCOMPLISHMENT PAY INCREASE**

Effective : **OCTOBER 6, 1946**

	FROM	TO
Position	<b>Special Agent</b>	<b>same</b>
Grade	<b>GAF 12</b>	<b>GAF 12</b>
Salary	<b>\$6144.60</b>	<b>\$6384</b>
Bureau or Division		
Headquarters		
Appropriations	<b>S&amp;E, FBI</b>	<b>same</b>
Departmental Or Field	<input type="checkbox"/> DEPT. <input checked="" type="checkbox"/> FIELD	<input type="checkbox"/> DEPT. <input checked="" type="checkbox"/> FIELD

**NATURE OF POSITION**

a NEW

P. C. No.

b ADDITIONAL IDENTICAL

P. C. No.

c VICE

P. C. No.

**REMARKS:**

Promotion for superior accomplishment under Fed. Emp. Pay Act of 7-1-43. This award for superior accomplishment is being recommended in view of the outstanding services performed by him in connection with his regularly assigned duties. He was promoted from \$5100 per annum to \$5350 per annum in Grade GAF 12, effective 11-5-45. His last efficiency rating was Excellent.

**DATE OF OATH**

**DATE OF BIRTH**



September 24, 1946

Mr. Tolson.....  
Mr. E. A. Tamm.....  
Mr. Clegg.....  
Mr. Glavin.....  
Mr. Ladd.....  
Mr. Nichols.....  
Mr. Rosen.....  
Mr. Tracy.....  
Mr. Carson.....  
Mr. Egan.....  
Mr. Gurnea.....  
Mr. Harbo.....  
Mr. Hendon.....  
Mr. Pennington.....  
Mr. Quinn Tamm.....  
Mr. Nease.....  
Miss Gandy.....

Mr. John Edgar Hoover, Director  
Federal Bureau of Investigation  
U. S. Department of Justice  
Washington, D. C.

Dear Mr. Hoover:

I wish to take this opportunity  
to express my deep appreciation for the  
encouraging letter which I recently re-  
ceived from you indicating that I had been  
recommended for a promotion as an award  
for superior accomplishment.

It has been a constant source  
of inspiration to me to be permitted to  
serve you as a Special Agent. I hope that  
whatever experience, skills, or abilities  
I may possess will merit the assignment of  
increasing responsibility from you as time  
goes on.

Assuring you of my continued  
loyalty, I remain

Respectfully yours,

H. Lynn Edwards

67-  
OCT 1 1946  
SEARCHED.....  
Numbered.....  
4 SEP 27 1946  
FEDERAL BUREAU OF INVESTIGATION

RECTOR

October 15, 1946

Personal

Mr. H. L. Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

I was deeply moved by the letter prepared by you to a sorrowing father in the tragic loss of his young son. Rhetorical accomplishment is shallow without the balance of sincere and sympathetic understanding. You have clearly demonstrated that you possess both classes of qualities and I know the thoughts expressed will bring true comfort to the parents.

Sincerely,

J. Edgar Hoover

2 NOV 13 1946

67-171084-114
Searched.....
Numbered.....
Filed.....
3 OCT 24 1946
FEDERAL BUREAU OF INVESTIGATION

Mr. Tolson  
Mr. E. A. Tamm  
Mr. Clegg  
Mr. Glavin  
Mr. Ladd  
Mr. Nichols  
Mr. Rosen  
Mr. Tracy  
Mr. Carson  
Mr. Egan  
Mr. Gurnea  
Mr. Harbo  
Mr. Hendon  
Mr. Pennington  
Mr. Quinn Tamm  
Mr. Nease  
Miss Gandy

FILED 10:05
DATE 10/16/46
BY [Signature]

JEH:HCB

Received  
File 12  
Filed 173

April 22, 1947

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

In connection with the Uniform Promotion Act, I am indeed pleased to advise you that you have been recommended for promotion from \$6334.00 per annum to \$6623.40 per annum in Grade CAF 12, effective May 18, 1947.

Sincerely yours,

John Edgar Hoover  
Director

CC: Movement Section  
Mr. J. E. Edwards

9 APR 25 1947

JW:HGB

COMMUNICATIONS SECTION

MAILED 12

☆ APR 22 1947 P.M.

FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPARTMENT OF JUSTICE

Mr. Tolson  
Mr. E. A. Tamm  
Mr. Clegg  
Mr. Glavin  
Mr. Ladd  
Mr. Nichols  
Mr. Rosen  
Mr. Tracy  
Mr. Carson  
Mr. Egan  
Mr. Gurnea  
Mr. Harbo  
Mr. Hendon  
Mr. Pennington  
Mr. Quinn Tamm  
Mr. Nease

67-17411-115

SEARCHED  
SERIALIZED  
INDEXED  
FILED

APR 23 1947

FBI - NEW YORK

**FEDERAL BUREAU OF INVESTIGATION**

Prepared by: *elb*  
Checked by: *mc*  
Filed by:

Date **April 22, 1947**

Personnel Action Number  
F.B.I. - ~~22983~~ 22983

### Legal Authority

PREVIOUS FAX INQUIRY

Effective : May 19, 1947

**FROM**

TO

### Position

**Special Agent**

Grade

[illegible]

## Salary

DA 12  
0600-00

## Division

and

## Section

## Headquarters

**Appropriations**      **S & E, F.B.I.**

**S & E, F.B.I.**

Departmental  
or Field

Dept.

## Field

Dept.

Field

## NATURE OF POSITION

**a. VICE**

b. ADDITIONAL IDENTICAL

c. NEW

P. C. NO.

P. C. NO.

P. C. NO.

Date of Birth

Date of Gath

REMARKS

From. under Auto. From. Bill, Public Law 770  
as amended 6-30-45. From. under same bill from  
\$2180 to \$5390 in CAF 12, eff. 11-3-45; \$21 to  
\$6144.60 eff. 7-1-46. Superior accomplishment  
pay increase to \$6384 eff. 10-6-46.

APR 25 1947

67-161 5/16/68

EDWARDS, H. LYNN  
Special Agent

EOD  
Grade and Salary  
Age  
Marital Status  
Unit Employed In  
In Unit Since  
Duties

Office of Preference  
Education

- 2/10/41  
- CAF-12, \$6384  
- 31  
- Married  
- Personnel Unit  
- 6/2/43  
- Asst. Personnel Officer  
- Classification Officer  
- Washington, D. C.  
- AB - Dickinson College  
- LLB - Dickinson School  
of Law

MR. GEAVIN:

Mr. H. L. Edwards has functioned as Assistant Personnel Officer, Classification Officer, and has supervision of the Health Service, the Applicant Correspondence Section, and the Applicant Interview Office. Mr. Edwards makes a very good personal appearance, has a pleasing, friendly personality, has demonstrated that he can capably supervise employees under his direction and obtain the maximum efficiency and production. He has an unusual writing ability which he has capably demonstrated in the past in communications which he has prepared. He has done an outstanding job in the supervision of the Health Service particularly. He has shown that he can handle a large volume of work in a minimum length of time. He can operate with the minimum of supervision and displays unusual initiative and judgment in connection with his work. He has excellent possibilities for advancing in the Bureau's service and can easily function as ASAC in any of the Bureau's divisional offices with the exception of the few larger offices.

INSPECTOR MORGAN:

Mr. Edwards has a sincere friendly personality that makes him particularly well adapted for personnel work. He is extremely well pleased with his present assignment for which he is well suited. Edwards is very intelligent, loyal, and fully capable of advancing in the Bureau's service. He can be relied upon to perform a dependable, substantial piece of work at all times.

Inspection Report  
Administrative Division  
Inspector F. P. Morgan  
December 10, 1946

AFFIDAVIT

STRIKING AGAINST THE FEDERAL GOVERNMENT

Justice  
(Dept. or Estab.)

F. B. I.  
(Bureau or Office)

Washington, D. C. (Administrative Division)  
(Place of Employment)

I, H. Lynn Edwards, do hereby swear (or affirm) that I am not engaged in any strike against the Government of the United States and that I will not so engage while an employee of the Government of the United States; that I am not a member of an organization of Government employees that asserts the right to strike against the Government of the United States, and that I will not while a Government employee become a member of such an organization.

H. Lynn Edwards  
(Signature of employee or appointee)

Subscribed and sworn to before me this 16<sup>th</sup> day of July, 1946  
at Washington, State of D. C.

Wm. C. Jackson  
(Signature of Officer)

Notary Public  
(Title)

[SEAL]

(Not needed where none available):

NOTE: Any officer or employee of a department or establishment who is designated in writing by the head thereof to administer oaths in connection with employment as required by law is authorized to administer the affidavit required incidental to the foregoing and such affidavit must be administered without charge or fee and has the same force and effect as affidavits administered by officers having seals.

STATUTORY PENALTY CLAUSE: "Any person who engages in a strike against the Government of the United States, or who is a member of an organization of Government employees that asserts the right to strike against the Government of the United States \*\*\*and accepts employment the salary or wages for which are paid from any appropriation contained in this Act shall be guilty of a felony and, upon conviction, shall be fined not more than \$1,000 or imprisoned for not more than one year, or both: Provided further, that the above penalty clause shall be in addition to, and not in substitution for, any other provision of existing law."

0 JAN 30 1947 FILE  
33  
RECORDED  
INDEXED

DEPARTMENT OF JUSTICE

WASHINGTON, 25, D. C.

July 2, 1946.

CIRCULAR NO. 3959

TO ALL EMPLOYEES:

Subject: Affidavit regarding membership in organizations which assert the right to strike against the Government.

Appropriation bills for the fiscal year 1947 provide that no part of the appropriation shall be used to pay the salary or wages of any person who engages in a strike against the Government of the United States or who is a member of an organization of Government employees that asserts the right to strike against the Government of the United States. It is provided that for the purpose of this legislation an affidavit shall be considered prima facie evidence that the person making the affidavit has not contrary to the provisions of this law engaged in a strike against the Government of the United States and is not a member of an organization of Government employees that asserts the right to strike against the Government of the United States.

All employees must execute the affidavit on the other side of this circular. When you have signed the affidavit it should be returned promptly to your immediate supervisor who will forward it through regular channels (for noting against payroll records) to the Administrative Assistant to the Attorney General.

Certifying Officers shall not release salary checks until this affidavit has been prepared and forwarded.



S. A. ANDRETTA  
Administrative Assistant  
to the Attorney General

## UNITED STATES CIVIL SERVICE COMMISSION

PG-ERA:GLS:MWL

WASHINGTON 25, D. C.

September 27, 1946

Mr. S. A. Andretta  
Administrative Assistant  
to the Attorney General  
Department of Justice  
Washington, 25, D. C.

Dear Mr. Andretta:

Reference is made to your letter of September 19, 1946, requesting approval of your recommendation of within-grade salary advancements as regards for superior accomplishment in the following cases:

Charles W. Brown	FBI	Special Agent	CAF-12	\$6144.60 to \$6384.00
John G. Creighton	FBI	Coordinator	CAF-8	3898.80 to 4024.20
H. Lynn Edwards	FBI	Special Agent	CAF-12	6144.60 to 6384.00
William J. Lohr	FBI	Special Agent	CAF-11	4902.00 to 5152.80
Stephen A. Smith	FBI	Special Agent	CAF-12	5905.20 to 6144.60

Approval is hereby given for the salary advancements for these employees.

Very truly yours,

/s/ John A. Overholt  
John A. Overholt, Chief  
Efficiency Ratings  
Administration Section  
Personnel Classification Division

2011-12-10



DEPARTMENT OF JUSTICE

PERSONNEL RECOMMENDATION (NONCIVIL SERVICE)

Mr.

Miss

Mrs.

MR. H. LYNN EDWARDS

Date September 13, 1946

New appointment ☐

Transfer ☐

Promotion ☒

Separation ☐

PRESENT STATUS

1. Title: *Special Agent*

2. Grade: *CAF 12*

3. Salary: *\$6144.60 per annum*

4. Seat of Government: ☐  
Field: ☒

5. Division:

6. Appropriation: *"Salaries & Expenses, FBI"*

PROPOSED ACTION

7. Title: *Special Agent*

8. Grade: *CAF 12*

9. Salary: *\$6384 per annum*

10. Seat of Government: ☐  
Field: ☒

11. Division:

12. Appropriation: *"Salaries & Expenses, FBI"*

13. Effective: *First pay day following*

*clearance by Civil Service Commission* Additional: ☐

*October 6, 1946*

*September 8, 1946*

14. Position: Vice:

Identical:

15. Remarks: *Promotion for superior accomplishment under Federal Employees Pay Act of July 1, 1945. This award for superior accomplishment is being recommended in view of the outstanding services performed by him in connection with his regularly assigned duties. He was promoted from \$5180 per annum to \$5390 per annum in Grade CAF 12, effective November 5, 1945. His last efficiency rating was Excellent.*

*J. E. Hoover*  
Director, Federal Bureau of Investigation

Requirements as to Classification Act:

Funds Certification:

Approved

*James P. McManey*  
The Assistant to the Attorney General

Indicate headquarters.

0  
H. LYNN EDWARDS  
Special Agent  
Annual Efficiency Rating

Mr. Edwards has for the past year continued to operate as the Assistant Personnel Officer in the Personnel Unit. In this capacity he has done an outstanding job, both in handling the employees under his immediate supervision as well as the maintenance of contacts out of the Bureau and in the handling of personnel problems as they are referred to him. He makes a very good personal appearance, has an excellent personality, can easily make contacts, is intelligent and utilizes this capacity in the handling of his work, particularly his correspondence. He has demonstrated that he is extremely loyal to the Director and the Bureau and it is felt that he is pre-eminently qualified for his present assignment.

Mr. Edwards has done an outstanding job in the supervision of the Health Service during the past year and has been commended by the Director for the manner in which he prepared a communication to a Special Agent whose son was killed accidentally by the Agent's service revolver. I feel that this particular letter was a masterpiece and reflects Mr. Edwards' ability in letter writing and his handling of his paper work.

Mr. Edwards definitely possesses supervisory, administrative and executive ability. He is presently well qualified to perform the duties of an Assistant SAC in one of the Bureau's divisional offices. His work during the rating period easily qualifies him for a rating of Excellent.

3 MAY 16 1947

171084-116

13

6 MAY 16 1947

FEDERAL BUREAU OF INVESTIGATION

ANNUAL

# REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ( )  
OFFICIAL:  
REGULAR ( ) SPECIAL ( )  
PROBATIONAL ( )

As of March 31, 1947 based on performance during period from April 1, 1946 to March 31, 1947

H. Lynn Edwards  
(Name of employee)

Special Agent - CAF 12  
(Title of position, service, and grade)

FBI - Administrative Division, Personnel Unit  
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning <input checked="" type="checkbox"/> All others <input type="checkbox"/>
---------------------------------	---	---

- \_\_\_\_ (1) Maintenance of equipment, tools, instruments.
- \_\_\_\_ (2) Mechanical skill.
- ± (3) Skill in the application of techniques and procedures.
- ± (4) Presentability of work (appropriateness of arrangement and appearance of work).
- ± (5) Attention to broad phases of assignments.
- ± (6) Attention to pertinent detail.
- ± (7) Accuracy of operations.
- ± (8) Accuracy of final results.
- ± (9) Accuracy of judgments or decisions.
- ± (10) Effectiveness in presenting ideas or facts.
- ± (11) Industry.
- ± (12) Rate of progress on or completion of assignments.
- ± (13) Amount of acceptable work produced. (Is mark based on production records? no) (Yes or no)
- ± (14) Ability to organize his work.
- ± (15) Effectiveness in meeting and dealing with others.
- ± (16) Cooperativeness.
- ± (17) Initiative.
- ± (18) Resourcefulness.
- ± (19) Dependability.
- ± (20) Physical fitness for the work.

- \_\_\_\_ (21) Effectiveness in planning broad programs.
- \_\_\_\_ (22) Effectiveness in adapting the work program to broader or related programs.
- ± (23) Effectiveness in devising procedures.
- ± (24) Effectiveness in laying out work and establishing standards of performance for subordinates.
- ± (25) Effectiveness in directing, reviewing, and checking the work of subordinates.
- ± (26) Effectiveness in instructing, training, and developing subordinates in the work.
- ± (27) Effectiveness in promoting high working morale.
- ± (28) Effectiveness in determining space, personnel, and equipment needs.
- ± (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
- ± (30) Ability to make decisions.
- ± (31) Effectiveness in delegating clearly defined authority to act.

## STATE ANY OTHER ELEMENTS CONSIDERED

- ± (A) Ability to assume
- \_\_\_\_ (B) additional responsibility
- \_\_\_\_ (C) 2-8-47

STANDARD Deviations must be explained on reverse side of this form	Adjective Rating	Adjective Rating
Plus marks on all underlined elements, and check marks or better on all other elements rated	Excellent	Rating official <u>Excellent</u>
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements	Very Good	Reviewing official _____
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance	Good	
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance	Fair	
Minus marks on at least half of the underlined elements	Unsatisfactory	

Rated by J. O. Fisher  
(Signature of rating official)

Personnel Officer  
(Title)

5/6/47  
(Date)

Reviewed by [Signature]  
(Signature of reviewing official)

Asst. Dir.  
(Title)

5-10-47  
(Date)

Rating approved by efficiency rating committee \_\_\_\_\_  
(Date)

Report to employee \_\_\_\_\_  
(Adjective rating)

RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS  
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

NAME H. Lynn Edwards AGE 31 YEARS, 9 MONTHS  
NATIVITY (state of birth) Pa. MARRIED, SINGLE, WIDOWED: u NUMBER OF CHILDREN 1  
FAMILY HISTORY Negative

HISTORY OF ILLNESS OR INJURY Appendectomy 1924 - normal recovery

HEAD AND FACE

EYES: PUPILS (size, shape, reaction to light and distance, etc.)

DISTANT VISION RT. 20/ 40, corrected to 20/ 20

LT. 20/ 50, corrected to 20/ 20

COLOR PERCEPTION normal

(state edition of Stilling's plates or Lamps used)

DISEASE OR ANATOMICAL DEFECTS

EARS: HEARING RT. WHISPERED VOICE 15' CONVERSATIONAL SPEECH 15'

LT. WHISPERED VOICE 15' CONVERSATIONAL SPEECH 15'

DISEASE OR DEFECTS neg.

NOSE septum deviated to rt. slight.

(Disease or anatomical defect, obstruction, etc. State degree).

SINUSES neg.

TONGUE, PALATE, PHARYNX, LARYNX, TONSILS tonsillitis, follicular - chronic

TEETH AND GUMS (disease or anatomical defect): none

MISSING TEETH #1, 3, 4, 13, 16, 20, 30, 31

NONVITAL TEETH n

PERIAPICAL DISEASE n

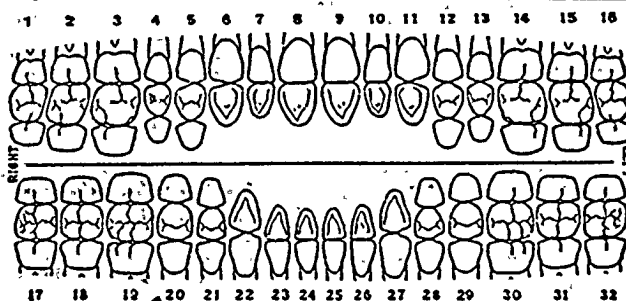
MARKED MALOCCLUSION n

PYORRHEA ALVEOLARIS n

TEETH REPLACED BY BRIDGES n

DENTURES n

REMARKS n



J. F. [Signature], Cdr. (DC) USN  
Signature of Dental Officer

GENERAL BUILD AND APPEARANCE robust

TEMPERATURE

CHEST AT EXPIRATION

HEIGHT 70 1/2

CHEST AT INSPIRATION

WEIGHT 157

CIRCUMFERENCE OF ABDOMEN AT UMBILICUS

RECENT GAIN OR LOSS, AMOUNT AND CAUSE n

SKIN, HAIR, AND GLANDS normal

NECK (abnormalities, thyroid gland, trachea, larynx) n

SPINE AND EXTREMITIES (bones, joints, muscles, feet) Old separation, art. acromioclavicular joint

55 APR 26 1963

THORAX (size, shape, movement) rib cage, mediastinum n  
RESPIRATORY SYSTEM, BRONCHI, LUNGS, PLEURA, ETC. n  
35 mm X-ray neg.

CARDIO-VASCULAR SYSTEM n  
HEART (note all signs of cardiac involvement) n

PULSE: BEFORE EXERCISE 68 BLOOD PRESSURE: SYSTOLIC 104  
AFTER EXERCISE          DIASTOLIC 68  
THREE MINUTES AFTER           
CONDITION OF ARTERIES n CHARACTER OF PULSE reg.  
CONDITION OF VEINS n HEMORRHOIDS anal tags

ABDOMEN AND PELVIS (condition of wall, scars, herniae, abnormality of viscera) healed ap. scar

GENITO-URINARY SYSTEM n  
URINALYSIS: SP. GR. 1.012 ALB. n SUGAR n MICROSCOPICAL n  
VENEREAL DISEASE n

NERVOUS SYSTEM n  
(organic or functional disorders)  
ROMBERG n INCOORDINATION (gait, speech) n  
REFLEXES, SUPERFICIAL          DEEP (knee, ankle, elbow) n TREMORS n  
SEROLOGICAL TESTS neg. BLOOD TYPE           
ABNORMAL PSYCHE (neurasthenia, psychasthenia, depression, instability, worries)         

SMALLPOX VACCINATION: DATE OF LAST VACCINATION           
TYPHOID PROPHYLAXIS: NUMBER OF COURSES           
DATE OF LAST COURSE         

REMARKS ON ABNORMALITIES NOT OTHERWISE NOTED OR SUFFICIENTLY DESCRIBED ABOVE         

SUMMARY OF DEFECTS (1) deviated nasal septum (2) chronic follicular tonsillitis  
(3) anal tags

CAPABLE OF PERFORMING DUTIES INVOLVING Strenuous PHYSICAL EXERTION  
IS THIS INDIVIDUAL PHYSICALLY FIT TO PARTICIPATE IN RAIDS AND APPREHENSION OF CRIMINALS  
WHICH MIGHT ENTAIL THE PRACTICAL USE OF FIREARMS Yes. (yes or no)  
(when no is given state cause)         

FINDINGS, RECOMMENDATIONS AND REMARKS (as per boards, when necessary)         

*orally advised  
of results - no  
letter necessary*

R. T. Miller

DATE OF EXAMINATION Feb. 1947

Prepared  
Checked by  
F. A. T. R.

June 11, 1947

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

I am indeed pleased to advise you that you have been recommended for promotion from the position of Special Agent, \$6623.40 per annum in Grade CAF 12, to the position of Special Agent, \$7102.20 per annum in Grade CAF 13, effective June 15, 1947.

Sincerely yours,

John Edgar Hoover

John Edgar Hoover  
Director

CC: Movement Section  
CC: Mr. W. E. Clark

JUN 19 1947

171084-118  
24  
JUN 13 1947  
COMMUNICATIONS SECTION

COMMUNICATIONS SECTION  
MAILED 5  
JUN 11 1947 P.M.  
FEDERAL BUREAU OF INVESTIGATION  
U. S. DEPT. OF JUSTICE  
JW:ms.

- Tolson
- E. A. Tamm
- Clegg
- Glavin
- Ladd
- Nichols
- Rosen
- Tracy
- Carson
- Egan
- Gurnea
- Harbo
- Hendon
- Pennington
- Quinn Tamm
- Tele. Room
- Miss Gandy

JUN 11 4 42 PM '47  
U.S. DEPT. OF JUSTICE  
FOR

JUN 11 1 09 PM '47  
8

## U. S. DEPARTMENT OF JUSTICE

## FEDERAL BUREAU OF INVESTIGATION

WASHINGTON 25, D. C.

Checked by: *[initials]*  
Filed by: *[initials]*

MR. H. LESTER JENNINGS

Nature  
of Action

PROMOTION

Date

JUN 11, 1947

Personnel Action Number

F.B.I.-85220

Legal Authority

Effective

June 15, 1947

Position

FROM

Special Agent

TO

Special Agent

Grade

CAF 12

Salary

\$6523.40

Division

and

Section

Headquarters

Appropriations

S &amp; E, F.B.I.

S &amp; E, F.B.I.

Departmental  
or Field

Dept.

Field

Dept.

Field

## NATURE OF POSITION

a. VICE

Kenneth L. Jones  
trans 11-17-46

P. C. NO.

b. ADDITIONAL IDENTICAL

P. C. NO.

c. NEW

P. C. NO.

Date of Birth

Date of Oath

REMARKS

186 JUN 17 1947  
PERSONNEL

*[Handwritten signature]*

ROG:FW

5/20/47

MEMORANDUM FOR MR. CLAVIN

RE: BARKLEY L. CLANAHAN  
Former Special Agent

Re: FURNISHING INCORRECT INFORMATION TO THE BUREAU  
OF EMPLOYERS COMPENSATION COMMISSION.

In connection with a letter being forwarded to the Bureau of Employees Compensation Commission concerning the above-captioned individual, you are advised that a letter was prepared in this Unit reflecting that the Bureau had no record of Clanahan's injury.

Prior to the preparation of this letter, Mrs. Teg discussed this matter with Agent Gresham and informed him that she could find no record of the injury. Agent Gresham questioned Mrs. Teg about this matter and she assured him that both the personnel and administrative files had been reviewed. Agent Gresham did not review these files but did examine the leave record in an attempt to determine whether Clanahan had been granted any sick leave during the period of his injury.

It has been ascertained that Mrs. Teg reviewed the 2nd section of Clanahan's administrative file and it did not occur to her that there might have been two sections to this file.

Agent Gresham has assumed the entire responsibility for this error and has informed me that he realizes that he should have reviewed the files himself to insure that no error would be made in this connection. Needless to say, he regrets that it was necessary to call this matter to his attention and has assured me that there will be no recurrence in connection with matters under his supervision.

I initialled the incorrect letter on the way through. The administrative file was not attached. I realize that I should have personally caught this matter and called the administration file in order to ascertain if there was any record. I regret the occurrence and assure you that everything possible will be done to prevent matters like this from recurring.

H.L. EDWARDS

28



OFFICE MEMORANDUM

\* UNITED STATES GOVERNMENT

TO : W. R. GLAVIN

DATE: 5/12/47

FROM : H. L. EDWARDS

SUBJECT: PROPOSED DIVISION OF DUTIES, PERSONNEL UNIT  
For Assignment Chart purposesH. L. EDWARDS, Personnel Officer, Room 7204, extension 616

Personnel Section  
 Personnel Investigations  
 Special Interviews  
 Special Correspondence  
 Personnel Counselors  
 Classification Matters  
 Movement Section  
 Health Service  
 Agent Physical Examinations

J. E. EDWARDS, Room 7204, extension 616, Asst. Personnel Officer

Special Agent Applicant Matters  
 Disciplinary and Administrative Briefs  
 Leave Section  
 Personnel Interviews  
 Service Inquiries Regarding Former Employees  
 Special Employee Placement  
 Specialized Agent Schools  
 Efficiency Ratings

W. E. CLARK, Veterans' Counselor, Room 7204, extension 630

Veteran Matters  
 Male Applicant Interviews  
 Reallocations (Agent and Clerical)  
     Clerical Uniform Promotion Increases  
 Resignations (Clerical)  
 Personnel Briefing  
 Ten-Day Interviews

D. B. CLEGG, Room 7204, extension 616

Clerical Applicant Matters  
 Applicant Briefing Section  
 Applicant Office  
 Applicant Correspondence and Vocation Records Section  
     Birth and Marriage Letters  
     Telephone Directories  
     Matron List  
     Federal Approved Jails File  
 Clerical Placement  
 Living Quarters  
 Automobile Accidents  
 Employee Compensation Matters  
 Commendation Matters

HLE:FW

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

FROM : W. R. GLAVIN

SUBJECT: H. LYNN EDWARDS  
SPECIAL AGENT SUPERVISOR  
ADMINISTRATIVE DIVISION

DATE: 6/10/47

Mr. Tolson ✓  
Mr. E. A. Tamm  
Mr. Clegg  
Mr. Glavin ✓  
Mr. Ladd  
Mr. Nichols  
Mr. Rosen  
Mr. Tracy  
Mr. Carson  
Mr. Egan  
Mr. Gurnea  
Mr. Harbo  
Mr. Hendon  
Mr. Pennington  
Mr. Quinn Tamm  
Tele. Room  
Mr. Nease  
Miss Beahm  
Miss Gandy

There is attached hereto the brief of and the file of the above-mentioned Special Agent.

Mr. Edwards has been assigned to the Personnel Unit of the Administrative Division for the past four years and in his assignment to such duties he has performed an excellent job. At the time Mr. Mohr was transferred from the Personnel Unit of the Division Mr. Edwards was designated to take over his position. He is doing a most satisfactory job as the Supervisor of the Personnel Unit.

Mr. Edwards is most conscientious and works long hours of overtime. The regular work week means nothing to him and many times he is at the office on holidays and Sundays. I feel that he is developing entirely satisfactorily as head of the Personnel Unit of the Administrative Division. He is qualified to assist in inspections and at the present time is also qualified to handle an Assistant SAC position in any of the various divisional offices in the country.

RECOMMENDATION: I recommend, therefore, that he be reallocated from his present position in Grade CAF-12, \$6623.40 per annum, to Grade CAF-13, \$7102.20 per annum.

WRG:amb

Attachments

I concur

6-10

JUN 17 1947  
RECORDED

67-171084-119

Searched .....  
Numbered ..... 13 .....  
Filed ..... 7 .....

6 JUN 13 1947

FEDERAL BUREAU OF INVESTIGATION

Promotion letter and  
folded to Dept 6-11-47  
JH  
O.H.  
nd

Mr. Tolson.....	✓
Mr. E. A. Tamm.....	
Mr. Clegg.....	✓
Mr. Glavin.....	✓
Mr. Ladd.....	
Mr. Nichols.....	
Mr. Rosen.....	
Mr. Tracy.....	
Mr. Egan.....	
Mr. Gurnea.....	
Mr. Harbo.....	
Mr. Mohr.....	
Mr. Pennington.....	
Mr. Quinn Tamm.....	
Mr. Nease.....	
Miss Gandy.....	

June 13, 1947  
Washington, D. C.

Director  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Hoover:

Official notice has just reached me of the fact that you have recommended me for promotion to grade CAF-13. I would like to express to you my sincere gratitude for this generosity on your part.

At this time I should also like to reiterate the fact that it has been a constant source of satisfaction to me to work for the Bureau under your inspiring leadership and under the very competent and understanding supervision of Assistant Director Glavin.

I hope that the future will find me worthy of being permitted to continue to serve you with whatever talents I may possess.

Respectfully yours,

H. Lynn Edwards

FEDERAL BUREAU OF INVESTIGATION

DIRECTOR

11 JUN 18 1947

6 JUN 14 1947

67-171684-120

ANNUAL

# REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ( )  
OFFICIAL:  
REGULAR ( ) SPECIAL ( )  
PROBATIONAL ( )

As of 3/31/48 based on performance during period from 6/15/47 to 3/31/48

Edwards, H. Lynn  
(Name of employee)

(Personnel Officer)  
Special Agent CAF-13, \$7102.20  
(Title of position, service, and grade)

FBI, Adm. Div., Chief Clerk's Office, Personnel Unit  
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning <input type="checkbox"/> All others <input type="checkbox"/>
✓ if adequate		
- if weak		
+ if outstanding		

- \_\_\_\_\_ (1) Maintenance of equipment, tools, instruments.
- / (2) Mechanical skill.
- / (3) Skill in the application of techniques and procedures.
- \_\_\_\_\_ (4) Presentability of work (appropriateness of arrangement and appearance of work).
- / (5) Attention to broad phases of assignments.
- / (6) Attention to pertinent detail.
- \_\_\_\_\_ (7) Accuracy of operations.
- / (8) Accuracy of final results.
- / (9) Accuracy of judgments or decisions.
- / (10) Effectiveness in presenting ideas or facts.
- / (11) Industry.
- / (12) Rate of progress on or completion of assignments.
- / (13) Amount of acceptable work produced. (Is mark based on production records? (Yes or no))
- / (14) Ability to organize his work.
- / (15) Effectiveness in meeting and dealing with others.
- / (16) Cooperativeness.
- / (17) Initiative.
- / (18) Resourcefulness.
- / (19) Dependability.
- / (20) Physical fitness for the work.

- \_\_\_\_\_ (21) *Effectiveness in planning broad programs.*
- \_\_\_\_\_ (22) *Effectiveness in adapting the work program to broader or related programs.*
- \_\_\_\_\_ (23) *Effectiveness in devising procedures.*
- \_\_\_\_\_ (24) *Effectiveness in laying out work and establishing standards of performance for subordinates.*
- \_\_\_\_\_ (25) *Effectiveness in directing, reviewing, and checking the work of subordinates.*
- \_\_\_\_\_ (26) *Effectiveness in instructing, training, and developing subordinates in the work.*
- \_\_\_\_\_ (27) *Effectiveness in promoting high working morale.*
- \_\_\_\_\_ (28) *Effectiveness in determining space, personnel, and equipment needs.*
- \_\_\_\_\_ (29) *Effectiveness in setting and obtaining adherence to time limits and deadlines.*
- \_\_\_\_\_ (30) *Ability to make decisions.*
- \_\_\_\_\_ (31) *Effectiveness in delegating clearly defined authority to act.*

STATE ANY OTHER ELEMENTS CONSIDERED

- \_\_\_\_\_ (A) Capable of additional responsibilities
- \_\_\_\_\_ (B) File responsibilities
- \_\_\_\_\_ (C) Special Bureau of Investigation

STANDARD Deviations must be explained on reverse side of this form	Adjective Rating	Rating official
Plus marks on all underlined elements, and check marks or better on all other elements rated.	Excellent	<u>EXCELLENT</u>
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements.	Very Good	
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance.	Good	
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance.	Fair	
Minus marks on at least half of the underlined elements.	Unsatisfactory	

Rated by [Signature] Assistant Director 3/31/48  
(Signature of rating official) (Title) (Date)

Reviewed by \_\_\_\_\_  
(Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee \_\_\_\_\_ Report to employee \_\_\_\_\_  
(Date) (Adjective rating)

These are narrative comments to accompany the annual efficiency report on Special Agent Supervisor H. Lynn Edwards, covering the period from 4/1/47 to 3/31/48.

Mr. Edwards has been the Personnel Officer of the Administrative Division during the rating period in question. He has performed his duties in an excellent manner. During the rating period in question, the Bureau experienced one of its most trying periods insofar as procurement of personnel was concerned. He handled a very ticklish situation which extended over a period of weeks in time in such a manner that no adverse criticism was leveled at the Bureau through the handling of Bureau applicants.

Mr. Edwards has a deep understanding of the problems of the Bureau and is overly conscientious in his handling of those problems. His work record as to actual time spent in the office is exceptional. He is present in the office practically every day, during the evening and on Sundays and holidays. He attempts to handle a job which is given to him with a minimum of personnel. He has also been commended by the Training Division for the manner in which he handles lectures before the new clerks.

Mr. Edwards is extremely loyal to the Director and the Bureau and he can be depended upon to give his best at all times. He is at the present time capable of handling Assistant SAC duties in any but the largest office in the field and would be able to handle such duties in that office after an orientation course which would permit him to re-familiarize himself with field work. He could handle SAC duties in any of the middle or small offices in the Bureau. He is qualified for any type of dangerous assignment. I would rate him as EXCELLENT.

I have read the foregoing ML.

OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

TO : Mr. Tolson

DATE: April 6, 1948

FROM : W. R. Glavin

SUBJECT: Supervisory Personnel  
Having Ability to Advance  
to SAC Positions

[H. LYNN EDWARDS]

In accordance with Bureau instructions, I wish to advise as follows concerning the supervisory personnel in the Administrative Division:

NICHOLAS P. CALLAHAN - INSPECTOR

Mr. Callahan at the present time is capable of assuming the position of Special Agent in Charge in any but the larger offices in the Bureau's divisional service. As you know, he handles budget matters in the Administrative Division and can best serve the Bureau in his present position. He has executive ability and administrative ability. He has the knack of being able to get along with subordinates as well as outsiders having official and personal contact with the Bureau. He is entirely loyal and would acquit himself well.

WILLIAM E. CLARK

Special Agent Clerk, Veterans Counselor, possesses, in my opinion, administrative and possibly executive qualifications. He has done an outstanding job as Veterans Counselor and also in assisting in the personnel work of the Bureau. He has a good understanding of the Bureau's work, is sincere in his approach to the many problems presently confronting us and I feel he could be assigned as a supervisor or Assistant Special Agent in Charge in one of the smaller or medium offices of the Bureau at the present time.

C. RAY DAVIDSON

Special Agent Davidson, presently assigned to the Personnel Unit of this Division, has had over ten years experience as an Agent. He was classed as a very good Agent for several years past in the New York Office. He has developed very satisfactorily while assigned to the Administrative Division and he handles much of the personnel work assigned to this Division at the present time. He has supervisory and administrative ability and I feel that he could be placed in a supervisory position in the field at this time and he could handle Assistant Special Agent in Charge duties in one of the smaller offices.

11 APR 27 1948 70

April 8, 1943

JOHN B. EDWARDS

Mr. Edwards is Assistant Personnel Officer of the Administrative Division and as such has the responsibility for handling all matters involving Bureau employees. Mr. Edwards is the work-horse of the Division and can always be depended upon to do a better than good job. I would have no hesitancy whatsoever in recommending him for Assistant Special Agent in Charge in any but the New York, Chicago or Los Angeles Offices at this time. He has a keen understanding of the Bureau's needs, has a good investigative background and would acquit himself well.

H. LYNN EDWARDS

Mr. H. Lynn Edwards is Personnel Officer of the Bureau at the present time and his is the initial responsibility for the handling of personnel matters of the Bureau. He has an analytical mind, a good approach and a sympathetic understanding of the many problems involving personnel of the Bureau. He has had good field training and I would not hesitate to recommend him for an Assistant Special Agent in Charge position in any office of the Bureau and, after a short period of time to orient himself in the field, to take over Special Agent in Charge duties in any medium or small office in the divisional service.

LEO J. GAUTHIER

Mr. Gauthier is in charge of the Cartographic Section and is more or less an expert. He could, however, with proper training, handle field investigative work. For the most part, his duties have been cartographic duties since he has been assigned in the Bureau as a Special Agent. He has administrative and supervisory ability as is reflected in his being able to supervise the Cartographic Section, which is made up of many temperaments, some artistic, and where an inept supervisor would have considerable difficulty. I feel that Mr. Gauthier can best serve the Bureau in his present position.

ROBERT C. GRESHAM

Mr. Gresham is a Special Agent Accountant and has an excellent understanding of the Bureau's investigative work. He has been on special assignments with Congressional

Memorandum for Mr. Tolson

April 8, 1948

Committees and has acquitted himself well. He has handled his work in the Administrative Division in an outstanding manner; he can be depended upon to do more than the job assigned to him; he has a long period of service, both as a clerk and as an Agent, and has had a good, well-rounded background. He has administrative and executive ability and I would have no hesitancy in recommending him for advancement in the field, as an Assistant Special Agent in Charge and later a Special Agent in Charge.

ALBERT P. GUNSSER

Mr. Gunsser, in my opinion, is one of the outstanding accountants in the Bureau. I can always rest easily when an assignment is given to him. He may irritate people at times but this is due to his intense desire to do the job once and do it right. He performed outstanding work in the preparation of this year's budget. He has been on special assignment outside the country and has also had a well-rounded period of field service. I feel he has administrative and executive ability and could be developed to handle administrative responsibilities in the field. However, I feel that he can best serve the Bureau in his present position.

DALE NORMAN

Special Agent Norman, presently assigned to the Personnel Unit, having been transferred to this Division from a resident Agency in the Detroit Division. He is a very mature individual; has a good analytical mind; is able to handle work on his own. He has been cursed with ill health in his family since he has been in Washington, however, I feel he has the ability to further progress in the Bureau. He has a good field background and, in my opinion, would be qualified for consideration for administrative position as Assistant Special Agent in Charge in the field at the present time. I am of the opinion that he will develop further in the service.

RAYMOND C. REMEBERGER

Mr. Remeberger's abilities, many times, are overlooked. In the years that I have known him at the Seat of Government, both as a clerk and as an Agent, he has always been, in my mind, the most loyal of our employees. His duties as Chief of the Mechanical Section do not allow him



Memorandum for Mr. Tolson

April 8, 1948

a great latitude of work. However, he is always ready and willing to take any additional assignment in the Division. During the past several years, when personnel has been very tight, I have called upon Remmeberger to handle many of the activities of the Administrative Division and he has acquitted himself very well. From the reports received from the field when assigned to field training, he has done a good job. I feel he has administrative ability to advance beyond his present assignment in the Bureau. He, of course, has been assigned to Washington for his full period of service and with the background he has, he can better serve the Bureau in his present position. I feel, however, in the event Mr. Remmeberger was assigned to field work, he would definitely show, within a reasonable period of time, that he has the ability to advance in a supervisory position in the Bureau.

PAUL G. TRAVERS

Special Agent Travers, an Accountant, has had a well-rounded field experience and has also had supervisory experience in the investigative side of the Bureau, as well as in the Administrative Division. He has a good understanding of the Bureau's work and responsibilities. He has administrative and supervisory ability and can be considered for further advancement in the service.

G. IESTER TROTTER

Special Agent Trotter has had experience in both the Identification Division and Administrative Division of the Bureau in addition to having considerable field experience. He is assigned to the Personnel Unit of this Division and in handling clerical applicants, he has done an excellent job. I feel that he has possibilities from an administrative and supervisory standpoint to advance further in the Bureau.

JOSEPH I. CAVANAUGH

Special Agent Cavanaugh has but recently been assigned to this Division. He previously had been assigned to the Washington Field Office and the reports from that Office have been very satisfactory. Mr. Cavanaugh was assigned to handle many of the important contacts of the Field Office and I understand handled all of these contacts in an excellent manner. During the short period of time he has been assigned, I have been particularly pleased about the

Memorandum for Mr. Tolson

April 8, 1948

may he took hold of things. He has handled personnel matters and his handling of these matters reflects a depth of understanding. I feel that he possesses administrative and latent executive ability and should be borne in mind for further advancement in the Bureau.

ERG:hr



United States Department of Justice  
Federal Bureau of Investigation



IN REPLY, PLEASE REFER TO

FILE NO. \_\_\_\_\_

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to February 15, 1948, and who dies from any cause except self-destruction while employed, as a Special Agent, I am forwarding herewith (by CHECK - ~~MONEY ORDER~~) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

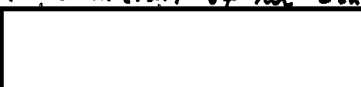
The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Fund:

Name Constance M. Edwards Address Presidential Gardens, Alexandria, Va.  
Relationship wife Dated 2-14-48

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name same Address \_\_\_\_\_  
Relationship \_\_\_\_\_ Dated \_\_\_\_\_

and in event of her death, to



NOT RECORDED  
FEB 19 1948

Very truly yours,

H. Lynn Edwards  
Special Agent

b6  
b7C

TO : MR. TOLSON  
FROM : W. R. GLAVIN

DATE: June 14, 1947

Reference to Personnel Counselling Service of the Bureau.

ADMINISTRATIVE DIVISION

Mr. H. L. Edwards is the Personnel Officer of the Administrative Division and the Personnel Officer for the entire Bureau. Special Agent W. E. Clark is the Veterans' Counselor for the entire

Bureau. Miss Hilda Guigon is the Personnel Counselor of the Administrative Division and the Senior Personnel Counselor in the Bureau. Mrs. Elva Taisey is the Assistant Personnel Counselor for the Division.

I am very familiar with the work which has been performed by the Personnel Office in this Division. The present Personnel Officer, Mr. Edwards, is thoroughly sold on the need for personnel service as was Mr. Mohr who was assigned to that position before Mr. Edwards was designated. The Personnel Office is acutely aware of the need for an up-to-date Personnel Service. The personnel meetings held on Wednesday of each week are very carefully handled and vigorously handled by Mr. Edwards. All matters pertaining to the Personnel Counselling Service are discussed at these meetings. All matters pertaining to personnel as aforementioned in this memorandum are explained, elaborated upon and discussed by the members in attendance.

New employees assigned to the Administrative Division are afforded interviews by representatives of the Personnel Office and are thoroughly familiar with the services which are available.

In so far as Miss Guigon and Mrs. Taisey are concerned, I know that they are continuously helping not only employees of this Division, but employees of all the Divisions assigned to the Justice Building. Both of these young ladies have done an excellent job in the housing field, and they have tremendously assisted hundreds of youngsters in becoming located in town. Miss Guigon is continually discussing with new employees and old employees personnel problems, the possibility of advancement in the Bureau and attendance at typing and stenographer classes in addition to interviewing female applicants for appointments to positions in the Bureau. I feel that the work done by these Counselors is most satisfactory.

## FIELD FIREARMS AND SCIENTIFIC TRAINING RECORD

FD-39

OF SPECIAL AGENT

*H. Lynn Edwards*

OFFICE	MO. YR.	H. S.	P. P. C.	S. G.	.30	M. G.	GAS	MO. PIST. PRACTICE	F. P.	LAT.	S. G. C.	G. M.	R. & P.	M. P. C.	M. P. P.	REC.	PHO. REC.	F. M. RADIO	DET.	P. M.	R. D.	EST. EFF.
<i>S.O.S.</i>	<i>4/44</i>			<i>100</i>	<i>90</i>	<i>72</i>																
	<i>5/44</i>	<i>96</i>	<i>83</i>		<i>90</i>																	
	<i>7/44</i>	<i>92</i>	<i>80</i>		<i>83</i>		<i>✓</i>															
	<i>8/44</i>	<i>86</i>	<i>93</i>		<i>81</i>	<i>98</i>																
	<i>9/44</i>	<i>98</i>	<i>90</i>	<i>100</i>		<i>75</i>																
	<i>10/44</i>			<i>100</i>	<i>93</i>		<i>✓</i>															
	<i>11/44</i>							<i>✓</i>														
	<i>12/44</i>							<i>✓</i>														
	<i>1/45</i>							<i>✓</i>														
	<i>2/45</i>							<i>✓</i>														
	<i>3/45</i>																					
	<i>4/45</i>			<i>98</i>	<i>94</i>	<i>85</i>																
	<i>5/45</i>	<i>96</i>	<i>97</i>		<i>95</i>																	
	<i>7/45</i>	<i>92</i>	<i>92</i>		<i>93</i>																	
	<i>8/45</i>	<i>90</i>	<i>90</i>		<i>92</i>	<i>100</i>																
	<i>9/45</i>	<i>92</i>	<i>89</i>	<i>100</i>		<i>85</i>																
	<i>10/45</i>						<i>✓</i>															
	<i>11/45</i>																					
	<i>5/46</i>	<i>94</i>	<i>92</i>		<i>99</i>																	
	<i>7/46</i>	<i>98</i>	<i>84</i>		<i>98</i>																	
	<i>10/46</i>			<i>90</i>	<i>87</i>																	
	<i>4/47</i>	<i>94</i>		<i>95</i>	<i>98</i>																	
	<i>6/47</i>	<i>96</i>	<i>96</i>	<i>100</i>	<i>95</i>																	
	<i>7/47</i>	<i>98</i>																				

4 AUG 5 1947

67-NOT RECORDED 4

2-GR

## FIELD FIREARMS AND SCIENTIFIC TRAINING RECORD

OF SPECIAL AGENT

H. Lynn Edwards

OFFICE	MO/YR	H.S.	P.P.C.	A.C.-P.	A.C.-MG	S.G.	.30'06	.351	REM. 81	M.G.	GAS	NIGHT	MAGNUM	MO. PIST. PRACTICE	F.P.	LAT.	S.G.C.	G.M.	R. & P.	M.P.C.	M.P.P.	REC.	PHO-REC.	F.M. RADIO	DET.	P.M.	R.D.	EST. EFF.
Miami	2/42													✓														
	3/42													✓														
	4/42																											
	5/42			100		100			63	100																		
	6/42	82	93							95																		
	7/42	78	82						80	95																		
	8/42	100	89			100			86		✓		✓															
	9/42	78	79						69	95			✓															
	10/42	80	88			100				95			✓															
Miami	12/42	100	80			100			91		✓							✓	LA		✓							
"	1/43													✓														
"	2/43													✓														
"	3/43													✓														
"	4/43	92	84			100			74	90					✓									✓	✓		✓	
	5/43					100			70	85																		
WFO	6/43	100	92						76																			
S.D.H.	7/43	94	89						30 Rifle	100	100																	
	8/43	100	89						85																			
	9/43	90	90						85	90																		
	10/43		88			100				100																		
	11/43													✓														
	12/43					100			82		✓																	
	1/44													✓														
	2/44													✓														

In-Service Training



United States Department of Justice  
Federal Bureau of Investigation



IN REPLY, PLEASE REFER TO

FILE No. \_\_\_\_\_

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to July 15, 1947, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONEY ORDER~~) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Fund:

Name Mrs. Constance M. Edwards Address same  
Relationship Wife Dated 7-14-47

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name same as above Address \_\_\_\_\_  
Relationship \_\_\_\_\_ Dated \_\_\_\_\_

Very truly yours,

H. Lynn Edwards  
Special Agent

RECORDED

9 JUL 17 1947

ack  
7/15/47  
Cw:

December 3, 1943

Mr. E. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

In connection with the Uniform Promotion Act, I am indeed pleased to advise you that you have been recommended for promotion from \$7432.00 per annum to \$7671.00 per annum in Grade GS-13, effective December 26, 1943.

Sincerely yours,

John Edgar Hoover  
Director

CC: Loyson

CC: Mr. J. E. Edwards (Miss Usilton)

5 DEC 10 1943

67-171684-122
DEC 7 1943

E B I  
RECEIVED  
3 2 18 PM

COMMUNICATIONS SECTION
MAILED 7
DEC 10 1943 P.M.

Mr. Tolson  
Mr. E. A. Tamm  
Mr. Clegg  
Mr. Glavin  
Mr. Ladd  
Mr. Nichols  
Mr. Rosen  
Mr. Tracy  
Mr. Egan  
Mr. Gurnea  
Mr. Harbo  
Mr. Mohr  
Mr. Pennington  
Mr. Quinn Tamm  
Tele. Room  
Mr. Nease  
Miss Gandy

✓  
H

HR





United States Department of Justice  
Federal Bureau of Investigation

IN REPLY, PLEASE REFER TO

FILE NO. \_\_\_\_\_

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to November 30, 1948, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~NOT BY ORDER~~) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

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Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Fund:

Name Marjorie M. Edwards Address c/o H. L. Edwards  
Relationship wife Dated 11-30-48

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name Same as above Address \_\_\_\_\_  
Relationship \_\_\_\_\_ Dated \_\_\_\_\_

and in event of her death,  
to   
daughter.

*ack  
12/1/48  
CJD*

*3 copies  
77-101 RELEASE 1*

Very truly yours,

H. Lynn Edwards  
Special Agent

*(99) 64*

b6  
b7C

U. S. DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF INVESTIGATION

MR. H. LYNN EDWARDS WASHINGTON 25, D. C.

PERIODIC PAY INCREASE

DECEMBER 26, 1948

Prepared by: *ma*  
Checked by: *ma*  
Filed by:

Date: December 3, 1948

Personnel Action Number  
F. B. I. - 26872  
Legal Authority

Nature of Action

Effective

Position

Grade

Solary

Division

and

Section

Headquarters

Appropriations

Departmental or Field

FROM

TO

Special Agent

CAF 12  
\$7432.20

CAF 13  
\$7671.60

S & E, F.B.I.

S & E, F.B.I.

Dept.

Field

Dept.

Field

NATURE OF POSITION

a. VICE

b. ADDITIONAL IDENTICAL

c. NEW

P. C. NO.

P. C. NO.

P. C. NO.

Date of Birth

Date of Oath

REMARKS

Mr. H. Lynn Edwards is being promoted under the Automatic Promotion Bill, Public Law #200 as amended 6-30-45. Mr. Edwards was reallocated from Grade CAF 12 \$6623.40 per annum to CAF 13 \$7102.20 per annum effective 6-15-47. RSI to \$7432.20 effective 7-11-48. His last efficiency rating was EXCELLENT.

49 DEC 9 1948

*W. H. Edwards*  
*hy*

MR. W. R. GLAVIN

June 2, 1948

DIRECTOR, FBI

H. LYNN EDWARDS

SPECIAL AGENT

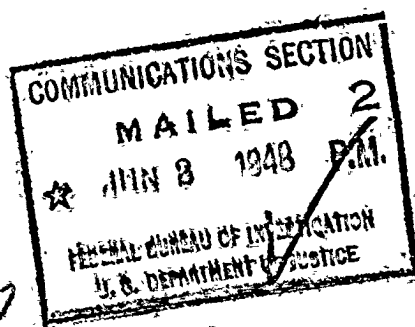
GENERAL IN-SERVICE COURSE 5/17/48 TO 5/28/48

The above named Special Agent attended the above General In-Service Training Course from May 17 through May 20 and from May 22 through May 28, 1948. He attained the following grades:

Notebook	Excellent
Examination	95
Hip Shooting	92
Practical Pistol Course	98, 98, and 92 (make-ups)
Shotgun (Skeet)	9/25
.30 Rifle	92
Machine Gun	80
1 day Specialized Training in Photography	

The firearms grades with the exception of the Shotgun Skeet Course have been entered on Agent Edwards' field firearms training record card.

cc: SA H. Lynn Edwards  
Administrative Division



14 JUN 4 1948

Mr. Tolson  
Mr. E. A. Tamm  
Mr. Clegg  
Mr. Glavin  
Mr. Ladd  
Mr. Nichols  
Mr. Rosen  
Mr. Tracy  
Mr. Egan  
Mr. Gurnea  
Mr. Harbo  
Mr. Mohr  
Mr. Pennington  
Mr. Quinn Tamm  
Tele. Room  
Mr. Nease  
Miss Gandy

HLS:dcsl

W. H. C. 82

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Glavin

FROM : N. P. Callahan *me*

SUBJECT: H. Lynn Edwards  
Special Agent  
Administrative Division

DATE 12-2-48

Mr. Tolson	_____
Mr. E. A. Tamm	_____
Mr. Clegg	_____
Mr. Glavin	_____
Mr. Ladd	_____
Mr. Nichols	_____
Mr. Rosen	_____
Mr. Tracy	_____
Mr. Carson	_____
Mr. Egan	_____
Mr. Gurnea	_____
Mr. Harbo	_____
Mr. Hendon	_____
Mr. Pennington	_____
Mr. Quinn Tamm	_____
Tele. Room	_____
Mr. Nease	_____
Miss Holmes	_____
Miss Gandy	_____

RE: UPA PROMOTION

This employee entered on duty as a Special Agent on 2-10-41, was reallocated to Grade CAF-13, \$7102.20 per annum on 6-15-47, and as a result of the basic increase in pay effective 7-11-48 his present salary is \$7432.20 per annum. He is eligible for promotion under the provisions of the Uniform Promotion Act effective 12-26-48.

On 3-31-48 Mr. Glavin rated him EXCELLENT

RECOMMENDATION: It is recommended that he be afforded a \$239.40 increase under the provisions of the Uniform Promotion Act to \$7671.60 per annum effective 12-26-48.

NPC:ese

67-171084-123	
SEARCHED	INDEXED
SERIALIZED	FILED
4 DEC 7 1948	
FBI - BUREAU OF INVESTIGATION	

*attendant  
hang mail  
12-3-48*

*forwarded  
12-3-48  
hang mail*

*at 11/2*

*3 full  
plus*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: 1/13/49

FROM : J. P. MOHR

SUBJECT: H. LYNN EDWARDS  
Personnel Officer  
Administrative Division

Mr. Tolson	✓
Mr. Clegg	✓
Mr. Glavin	✓
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Egan	
Mr. Gurnea	
Mr. Harbo	
Mr. Mohr	
Mr. Pennington	
Mr. Quinn Tamm	
Tele. Room	
Mr. Nease	
Miss Holmes	
Miss Gandy	

Mr. Edwards has been a Supervisor in the Administrative Division since June 2, 1943. He served as Assistant Personnel Officer and was designated Personnel Officer in the Administrative Division in May 1947. Mr. Glavin has consistently rated him Excellent and has recommended him on a long range basis for additional advancement in the Bureau's service.

Mr. Edwards has been commended by the Director for his ability to write sincere personal letters for the Director's signature, has been able to handle very ticklish personnel problems in an above average manner, has been commended by the Training Division for the manner in which he handled lectures before the new clerks and he has directed his efforts to obtaining maximum morale among Bureau employees. Mr. Edwards has taken a personal interest in the classification problems of the Bureau in an effort to effect a satisfactory solution.

Mr. Edwards is presently in Grade CAF 13, \$7671.60 per annum. It is felt that the position which he occupies is of such magnitude and responsibility that it easily warrants reallocation to Grade CAF 14. Mr. Glavin concurs. There is attached a permanent brief of Mr. Edwards' file.

**RECOMMENDATION** - It is recommended that Mr. Edwards be reallocated to Grade CAF 14, \$8509.50 per annum with the designation of Special Agent, Personnel Officer, Administrative Division.

*J. P. Mohr*

I agree  
1-13

JPM:DW

From Letter to Mr. Tolson  
1-17-49  
JPM  
Tanford preferred  
1-17-49  
my job.

OK  
H.

Lebe  
3 Jan 1949

Mr. Tolson.....	✓
Mr. Clegg.....	✓
Mr. Glavin.....	✓
Mr. Ladd.....	✓
Mr. Nichols.....	✓
Mr. Rosen.....	✓
Mr. Tracy.....	✓
Mr. Egan.....	✓
Mr. Gurnea.....	✓
Mr. Harbo.....	✓
Mr. Mohr.....	✓
Mr. Pennington.....	✓
Mr. Quinn Tamm.....	✓
Mr. Nease.....	✓
Miss Gandy.....	✓

January 18, 1949  
Washington, D. C.

Mr. John Edgar Hoover  
Director  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Hoover:

Time-worn and inadequate as it might seem, in my vocabulary there is nothing which more aptly expresses my genuine appreciation than just humble "Thanks" for your letter of January 17th containing the news of your recommending me for grade CAF-14.

To me my career in the Bureau, particularly the opportunity to share part of the responsibility of carrying out your wise administrative policies, has been a great privilege which daily makes my job something to look forward to.

And I would be remiss if I did not mention that whatever measure of success has come to me is to a great degree attributable to having been permitted to serve under, observe, be corrected and guided by such capable officials as Associate Director Tolson, Assistant Director Glavin, and Inspector Mohr.

Finally, I give you my word that if hard work, loyalty, strict adherence to your high principles, and subordination of self to the Bureau's cause mean anything, your newly placed confidence in me will not have been misdirected.

Respectfully,

H. Lynn Edwards

DIRECTOR

U. S. DEPARTMENT OF JUSTICE  
FEDERAL BUREAU OF INVESTIGATION

Mr. H. LYNN EDWARDS WASHINGTON 25, D. C.

Mr. H. Lynn Edwards  
PROMOTION

Date  
January 17, 1949

Personnel Action Number  
F. B. I. - 20455 28499

Legal Authority

Nature  
of Action

Effective

January 23, 1949

Position

Special Agent

same

Grade

CAP 13  
\$7671.00

CAP 14  
\$8500.50

Salary  
Division

and

Section

Headquarters

Appropriations

S & E, F.B.I.

S & E, F.B.I.

Departmental  
or Field

Dept.

Field

Dept.

Field

NATURE OF POSITION

a. VICE

b. ADDITIONAL IDENTICAL

c. NEW

XXXXXX

P. C. NO.

P. C. NO.

P. C. NO.

Date of Birth

Date of Oath

REMARKS

The provisions of the Veterans' Preference Act of 1944 and/or the Selective Service Act of 1949 have been complied with.

*[Handwritten signatures and initials]*

## OFFICE MEMORANDUM UNITED STATES GOVERNMENT

TO : MR. TOLSON  
FROM : F. B. GLAVIN  
SUBJECT:

DATE: 12/29/48

Reference is made to SAC Letter #148, Series 1948, dated November, 24, 1948, concerning personnel advancement.

During the past year, I have submitted several memoranda concerning the advancement possibilities of Special Agent Supervisors presently assigned to this Division. Briefly summarizing previous recommendations made concerning Special Agent Supervisors assigned to this Division, I feel that all supervisory Agents presently assigned to this Division possess basic qualifications which would permit them to be considered for administrative or executive positions in the Field.

The Inspector and Special Agents presently assigned to this Division are:

H. P. Callahan  
J. I. Cavanaugh  
W. C. Clark  
C. R. Davidson  
J. E. Edwards  
H. L. Edwards  
H. J. Gauthier

R. C. Croghan  
A. P. Gungor  
Dale Norman  
R. C. Renneberger  
P. G. Travers  
C. L. Trotter

I feel that Messrs. Callahan, H. L. Edwards, and J. E. Edwards are at the present time qualified to take over the supervision of any small Field Office and they could very satisfactorily perform as an Assistant Special Agent in Charge of any of the larger offices in the country.

I feel that the other supervisors have developed to the point where they could be considered at this time for Assistant SAC assignments.

I do feel, however, due to the lack of Field training, that Messrs. Gauthier and Renneberger are of greater value to the Bureau in their present positions than they would be elsewhere. Both are in specialized fields and both are performing outstanding work in their present assignments. It would not be to the advantage of the Bureau or the employee to transfer either of these men from the Seat of Government.

EG:tgh

36  
14 JAN 26 1949



MLB

mlb

January 17, 1949

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

I am indeed pleased to advise you that you have been recommended for promotion from the position of Special Agent, Personnel Officer, \$7671.60 per annum in Grade CAF 13, to the position of Special Agent, Personnel Officer, \$9509.50 per annum in Grade CAF 14, effective January 23, 1949.

Sincerely yours,

15 JAN 27 1949

1949-125

9

Mr. Tolson \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Egan \_\_\_\_\_  
Mr. Gurnea \_\_\_\_\_  
Mr. Harbo \_\_\_\_\_  
Mr. Mohr \_\_\_\_\_  
Mr. Pennington \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

CC: Mr. J. E. Edwards  
Movement Section

JW:MLB

RECD - DIRECT  
FBI  
U.S. DEPT. OF JUSTICE  
JAN 14 1 48 PM '49  
hes

# REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ( )  
OFFICIAL:  
REGULAR ( ) SPECIAL ( )  
PROBATIONAL ( )

As of 3/31/49 based on performance during period from 4/1/48 to 3/31/49

H. L. Edwards Special Agent, (Personnel Officer) CAF-14  
(Name of employee) (Title of position, service, and grade)

Administrative Division, FBI, Department of Justice, Wash., DC  
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE ✓ if adequate - if weak + if outstanding	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning <input type="checkbox"/> All others <input type="checkbox"/>
---	---	--

- |   |  |
|---|--|
| <p>— (1) Maintenance of equipment, tools, instruments.</p> <p>— (2) Mechanical skill.</p> <p>+ (3) Skill in the application of techniques and procedures.</p> <p>— (4) Presentability of work (appropriateness of arrangement and appearance of work).</p> <p>+ (5) Attention to broad phases of assignments.</p> <p>+ (6) Attention to pertinent detail.</p> <p>— (7) Accuracy of operations.</p> <p>+ (8) Accuracy of final results.</p> <p>+ (9) Accuracy of judgments or decisions.</p> <p>+ (10) Effectiveness in presenting ideas or facts.</p> <p>+ (11) Industry.</p> <p>+ (12) Rate of progress on or completion of assignments.</p> <p>+ (13) Amount of acceptable work produced. (Is mark based on production records? <u>Yes or no</u>)</p> <p>+ (14) Ability to organize his work.</p> <p>+ (15) Effectiveness in meeting and dealing with others.</p> <p>+ (16) Cooperativeness.</p> <p>+ (17) Initiative.</p> <p>+ (18) Resourcefulness.</p> <p>+ (19) Dependability.</p> <p>+ (20) Physical fitness for the work.</p> | <p>— (21) Effectiveness in planning broad programs.</p> <p>— (22) Effectiveness in adapting the work program to broader or related programs.</p> <p>— (23) Effectiveness in devising procedures.</p> <p>— (24) Effectiveness in laying out work and establishing standards of performance for subordinates.</p> <p>— (25) Effectiveness in directing, reviewing, and checking the work of subordinates.</p> <p>— (26) Effectiveness in instructing, training, and developing subordinates in the work.</p> <p>— (27) Effectiveness in promoting high working morale.</p> <p>— (28) Effectiveness in determining space, personnel, and equipment needs.</p> <p>— (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.</p> <p>— (30) Ability to make decisions.</p> <p>— (31) Effectiveness in delegating clearly defined authority to act.</p> |
|---|--|

RECORDED  
61-171084-126  
STATE ANY OTHER ELEMENTS CONSIDERED  
Numbered 11  
Filed APR 6 1949  
FEDERAL BUREAU OF INVESTIGATION

STANDARD Deviations must be explained on reverse side of this form		Adjective Rating
Plus marks on all underlined elements, and check marks or better on all other elements rated.	Excellent	Rating official <u>Excellent</u>
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements.	Very Good	Reviewing official _____
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance.	Good	
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance.	Fair	
Minus marks on at least half of the underlined elements.	Unsatisfactory	

Rated by [Signature] Assistant Director 3/31/49  
(Signature of rating official) (Title) (Date)

Reviewed by [Signature] \_\_\_\_\_  
(Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee \_\_\_\_\_ Report to employee \_\_\_\_\_  
(Date) (Adjective rating)

H. LYNN EDWARDS

These are narrative comments to accompany the annual efficiency report of Special Agent H. Lynn Edwards, covering the rating period from 4/1/48 to 3/31/49.

Mr. Edwards has continued as Personnel Officer in the Administrative Division. (Mr. Edwards' sympathetic understanding of the problems confronting clerical employees at this time is of material assistance to him in the performance of his duties. He is very conscientious, puts in long hours of overtime when necessary and is conversant with all of the duties of his position. Mr. Edwards accepts responsibility without hesitation and can be counted upon to carry out instructions as issued.

As I have mentioned in past efficiency reports, Mr. Edwards is qualified to handle any field executive or administrative position. However, I do feel that he can serve the Bureau exceptionally well in his present position.

Mr. Edwards maintains excellent liaison with the Naval Hospital authorities as well as the Civil Service Commission and Employees' Compensation authorities. He is qualified to handle any assignment which may be given him. Mr. Edwards is very loyal to the Director and the Bureau.)

He is entitled to the rating of EXCELLENT.

I have read the foregoing MLH.

copy am

OFFICE MEMORANDUM \*, UNITED STATES GOVERNMENT

TO : MR. GLAVIN

DATE: January 26, 1949

FROM : H. L. EDWARDS

SUBJECT: INVESTIGATIVE LEADS TO REVIEW MILITARY RECORDS

66-2277-245

From a survey of the work flowing through the Applicant Briefing Section of the Personnel Unit, it has been observed that there is an increasing tendency on the part of several field officers to disregard Section 7-F of the Bureau's Manual of Rules and Regulations pertaining to the location of military records. With increasing frequency some offices are referring all leads for military record checks to the Washington Field Division without first reviewing the above cited Section of the Manual for the purpose of properly directing the leads.

As you know, some of the Army records are maintained in St. Louis while some are kept here in Washington. This is also true of the Marine Corps and Navy records which are divided between Washington and Philadelphia and Washington and New York. As a result of this, it is necessary for the leads to be redirected either by the Washington Field Division or by the Personnel Unit. This results in a waste of time and unnecessary work on our part. It is suggested, therefore, that the field be alerted to the provisions of Section 7-F of the Bureau's Manual of Rules and Regulations and to that end there is attached a suggested Bureau Bulletin for your approval.

Attachment

CLT:bjw

8 MAR 15 1949

OFFICE MEMORANDUM \* UNITED STATES GOVERNMENT

TO : Mr. Glavin  
FROM : Mr. H. L. Edwards  
SUBJECT : Yearly Accumulation

DATE: January 6, 1949

During 1948, a question was raised by a field employee as to whether or not the annual leave which the employee would lose at the end of the year could be substituted against the sick leave taken by the employee during the year rather than using sick leave. A check with the General Accounting Office Auditors determined that this could be done.

The Department has advised that they only make such a leave adjustment when they receive a written request from the various Divisions and that the majority of the requests are made when an employee has been on extended sick leave and has had no opportunity to take the annual leave. Reportedly, they do not have many such requests.

The General Accounting Leave Office has advised that they make the change when they are requested to do so as well as in those cases when they notice that someone on extended leave is losing annual leave. They also have advised that they do not have many cases where an employee loses annual leave.

At first it was thought advisable to follow the policy this year of substituting any annual leave being lost for any sick leave taken during the year even though no specific request was made for this action, and even though the sick leave taken was in small amounts. However, in checking just the Birmingham Office, there were eleven instances where such a change would have to be made and it appears if the same procedure was followed with regard to all of the Bureau Offices that a considerable amount of work would be involved. However it is noted from merely checking the Birmingham Office that only one of these cases involved extended sick leave of over five days and where the employee also had five days or more of annual leave which he would have lost at the end of the year and which could be substituted for a portion of the sick leave used.

RECOMMENDATION:

It is recommended that annual leave be substituted for sick leave taken during the year in those cases where the employee was on extended sick leave of five days or more and where he is losing five days or more annual leave.

If you approve this recommendation, only the one case of Henry A. Snow in the Birmingham Office, will be adjusted and the SAC of Birmingham will be appropriately advised. However, the same procedure will be followed in connection with all of the other Bureau Offices and each SAC will be advised accordingly of the adjustments made.

RCH:gcm

8 MAR 8 1949  
7-1011 RECORDED

66-7087-4183

RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS  
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

NAME EDWARDS, H. Lynn AGE 34 YEARS, 1 MONTHS  
NATIVITY (state of birth) Pa. MARRIED, SINGLE, WIDOWED: M NUMBER OF CHILDREN 1  
FAMILY HISTORY Father living and well. mother deceased - accidental

HISTORY OF ILLNESS OR INJURY Usual childhood diseases, append'y age 10 normal recovery - have been taking thyroid past year for low metabolism

HEAD AND FACE normal

EYES: PUPILS (size, shape, reaction to light and distance, etc.) normal

DISTANT VISION RT. 20/ 20 , corrected to 20/ 15

LT. 20/ 40 , corrected to 20/ 20

COLOR PERCEPTION normal

(state edition of Stilling's plates or Lamps used)

DISEASE OR ANATOMICAL DEFECTS none

EARS: HEARING RT. WHISPERED VOICE 15/15'

CONVERSATIONAL SPEECH /15'

LT. WHISPERED VOICE 15/15'

CONVERSATIONAL SPEECH /15'

DISEASE OR DEFECTS none

NOSE normal

(Disease or anatomical defect, obstruction, etc. State degree)

SINUSES normal

TONGUE, PALATE, PHARYNX, LARYNX, TONSILS normal

TEETH AND GUMS (disease or anatomical defect):

MISSING TEETH 1, 3, 4, 13, 16, 30, 31

NONVITAL TEETH # 1

PERIAPICAL DISEASE n

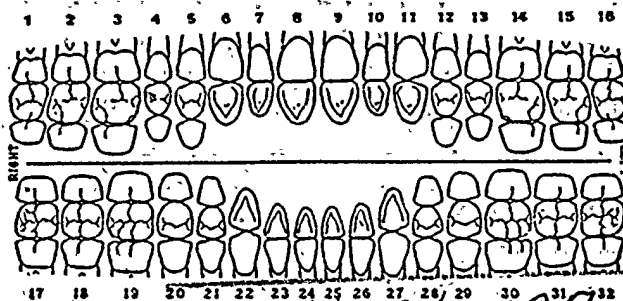
MARKED MALOCCLUSION n

PYORRHEA ALVEOLARIS n

TEETH REPLACED BY BRIDGES n

DENTURES n

REMARKS



167-171084-127  
J. W. Hardwick

(Signature of Dental Officer)

GENERAL BUILD AND APPEARANCE

medium

TEMPERATURE

CHEST AT EXPIRATION

HEIGHT 69 1/2

CHEST AT INSPIRATION

WEIGHT 171

CIRCUMFERENCE OF ABDOMEN AT UMBILICUS

RECENT GAIN OR LOSS, AMOUNT AND CAUSE none

SKIN, HAIR, AND GLANDS

normal

NECK (abnormalities, thyroid gland, trachea, larynx) no palpable masses or thyroid enlargement at this time. - neck 15 1/2 inches.

SPINE AND EXTREMITIES (bones, joints, muscles, feet) normal

SA Edwards initialled  
the original copy  
of this report.  
HLE.

ENTERED ON CARD  
6/30/44

38

THORAX (size, shape, movement, rib cage, mediastinum) normal  
RESPIRATORY SYSTEM, BRONCHI, LUNGS, PLEURA, ETC. normal  
chest x-ray neg.

CARDIO-VASCULAR SYSTEM normal  
HEART (note all signs of cardiac involvement) normal

PULSE: BEFORE EXERCISE 72 BLOOD PRESSURE: SYSTOLIC 110  
AFTER EXERCISE 84 DIASTOLIC 68  
THREE MINUTES AFTER 76  
CONDITION OF ARTERIES elastic CHARACTER OF PULSE regular  
CONDITION OF VEINS normal HEMORRHOIDS none

ABDOMEN AND PELVIS (condition of wall, scars, herniae, abnormality of viscera) append'y scar - wall firm

GENITO-URINARY SYSTEM normal  
URINALYSIS: SP. GR. 1.021 ALB. n SUGAR n MICROSCOPICAL n  
VENEREAL DISEASE none

NERVOUS SYSTEM normal  
(organic or functional disorders)  
ROMBERG negative INCOORDINATION (gait, speech) none  
REFLEXES, SUPERFICIAL present DEEP (knee, ankle, elbow) normal TREMORS none  
SEROLOGICAL TESTS KAHN NEG. BLOOD TYPE A Rh Pos  
ABNORMAL PSYCHE (neurasthenia, psychasthenia, depression, instability, worries) none apparent

SMALLPOX VACCINATION: DATE OF LAST VACCINATION 1942

TYPHOID PROPHYLAXIS: NUMBER OF COURSES 1942  
DATE OF LAST COURSE 1942

REMARKS ON ABNORMALITIES NOT OTHERWISE NOTED OR SUFFICIENTLY DESCRIBED ABOVE Results of WBC - filed in Naval Hospital file.

SUMMARY OF DEFECTS Defective vision corrected.

CAPABLE OF PERFORMING DUTIES INVOLVING Arduous PHYSICAL EXERTION

IS THIS INDIVIDUAL PHYSICALLY FIT TO PARTICIPATE IN RAIDS AND APPREHENSION OF CRIMINALS WHICH MIGHT ENTAIL THE PRACTICAL USE OF FIREARMS yes. (yes or no)  
(when no is given state cause)

FINDINGS, RECOMMENDATIONS AND REMARKS (as per boards, when necessary)

A. J. White  
Capt. MC USN Ret.

DATE OF EXAMINATION June 3, 1949

## SIX MONTHS' REALLOCATION REPORT

Form approved.  
Budget Bureau No. 50-R012.3.REPORT OF  
EFFICIENCY RATINGADMINISTRATIVE-UNOFFICIAL ( )  
OFFICIAL:  
REGULAR ( ) SPECIAL ( )  
PROBATIONAL ( )As of 8/15/49 based on performance during period from 1/23/49 to 7/23/49  
H. LYNN EDWARDS 228864 PERSONNEL OFFICER, Grade CAF-14, \$8509.50  
(Name of employee) (Title of position, service, and grade)

FBI - Administrative Division

(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning <input type="checkbox"/> All others <input type="checkbox"/>
✓ if adequate		
- if weak		
+ if outstanding		

- + (1) Maintenance of equipment, tools, instruments.  
+ (2) Mechanical skill.  
+ (3) Skill in the application of techniques and procedures.  
— (4) Presentability of work (appropriateness of arrangement and appearance of work).  
+ (5) Attention to broad phases of assignments.  
+ (6) Attention to pertinent detail.  
+ (7) Accuracy of operations.  
+ (8) Accuracy of final results.  
+ (9) Accuracy of judgments or decisions.  
+ (10) Effectiveness in presenting ideas or facts.  
+ (11) Industry.  
+ (12) Rate of progress on or completion of assignments.  
+ (13) Amount of acceptable work produced. (Is mark based on production records? NA) (Yes or no)  
+ (14) Ability to organize his work.  
+ (15) Effectiveness in meeting and dealing with others.  
+ (16) Cooperativeness.  
+ (17) Initiative.  
+ (18) Resourcefulness.  
+ (19) Dependability.  
+ (20) Physical fitness for the work.

- (21) Effectiveness in planning broad programs.  
— (22) Effectiveness in adapting the work program to broader or related programs.  
— (23) Effectiveness in devising procedures.  
+ (24) Effectiveness in laying out work and establishing standards of performance for subordinates.  
+ (25) Effectiveness in directing, reviewing, and checking the work of subordinates.  
+ (26) Effectiveness in instructing, training, and developing subordinates in the work.  
+ (27) Effectiveness in promoting high working morale.  
— (28) Effectiveness in determining space, personnel, and equipment needs.  
+ (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.  
+ (30) Ability to make decisions.  
+ (31) Effectiveness in delegating clearly defined authority to act.

3 SEP 20 1949 67-171084-128  
STATE AND OTHER ELEMENTS CONSIDERED  
(A) Capable of additional re-  
sponsibility 27  
(B) 27  
(C) 27  
5 SEP 13 1949  
FEDERAL BUREAU OF INVESTIGATION  
Rating

## STANDARD

Deviations must be explained on reverse side of this form.

Plus marks on all underlined elements, and check marks or better on all other elements rated.	Adjective Rating	Rating official <u>E</u>
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements. <td>Excellent</td> <td></td>	Excellent	
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance. <td>Very Good</td> <td></td>	Very Good	
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance. <td>Good</td> <td></td>	Good	
Minus marks on at least half of the underlined elements. <td>Fair</td> <td></td>	Fair	
	Unsatisfactory	

Rated by [Signature] (Signature of rating official) (Title) Assistant Director (Date) 8/15/49  
Reviewed by [Signature] (Signature of reviewing official) (Title) Assistant Director (Date) 8/15/49  
Rating approved by efficiency rating committee \_\_\_\_\_ (Date) Report to employee \_\_\_\_\_ (Adjective rating)



H. LYNN EDWARDS  
Personnel Officer  
CAF-14, \$8509.50

Special Agent Edwards has continued to perform the duties as the Personnel Officer during the past six months' rating period. My comments reflected in the March 31, 1949, efficiency report are applicable at the present time.

WPC:ugh

HR.



United States Department of Justice  
Federal Bureau of Investigation

IN REPLY, PLEASE REFER TO

FILE No. \_\_\_\_\_

Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to July 31, 1949, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONEY-ORDER~~) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Fund:

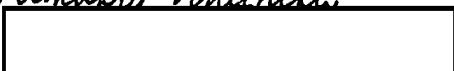
Name Mrs. Constance M. Edwards Address Same as mine  
Relationship wife Dated 7-31-49

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name Same Address \_\_\_\_\_  
Relationship wife Dated \_\_\_\_\_

Very truly yours,

Glendon Hamilton



Daughter

AUG 5 - 1949

Special Agent

67-NOV-15 1949  
RECORDED

b6  
b7C

25

October 5, 1949

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

I do want to express my personal appreciation for your cooperation during the recent reunion of the FBI National Academy Associates. The assistance rendered by you in connection with the transportation of the Academy Associates is sincerely appreciated.

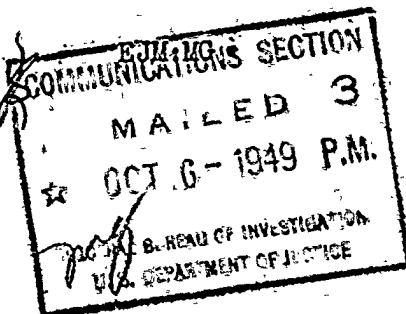
With best wishes and kind regards,

Sincerely yours,

J. Edgar Hoover

1710-1-129  
26  
OCT 11

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Mohr  
Tele. Room  
Nease  
Gandy



RECEIVED READING ROOM  
FBI  
U. S. DEPT. OF JUSTICE  
OCT 6 6:48 PM '49

COPY AND

OFFICE MEMORANDUM . UNITED STATES GOVERNMENT

TO : MR. H. L. Edwards

FROM : Virginia C. Salpini

SUBJECT :: Error in Movement Section

DATE: September 16, 1949

H. L. Edwards

On August 10, 1949, a memo was sent to the SAC at St. Paul cancelling the transfer of Agent Sirene and also advising that he should not report for the retraining session of the National Academy on September 23, 1949. I was on sick leave the day this memo was prepared and Mrs. Bridgeland in proof reading the memo filed Movement(s) section tickler copy in with ticklers of other outgoing communications and it wasn't called to the attention of the girl that handles In-Service training, so therefore the notation on Agent Sirene's card, re the retraining session, wasn't removed. When the In-Service instructions (a form letter) was sent out on September 6, 1949, to the various field offices the one to St. Paul had the notation re retraining session for Agent Sirene.

I'm very sorry this happened and we will try in the future to see that mistakes do not happen again.

Notations:

"I supervised the Movement Section, and  
am really at fault for such things happening."  
H. L. Edwards

OCT 17 1949

59

February 28, 1950

PERSONAL AND CONFIDENTIAL

Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Sir:

The attention of the Bureau has been called to the fact that no action was taken by the Movement Section to follow upon the failure of a Special Agent in Charge to submit an efficiency report upon his Assistant Special Agent in Charge sixty days after the latter reported to a new office of assignment, in accordance with Bureau requirements, and it is noted that the Movement Section is under your supervision.

Such omissions cannot be permitted if the Bureau is to continue to function efficiently. It is therefore expected that you will make every effort to see to it that there are no recurrences of this nature on the part of employees under your supervision.

Very truly yours,

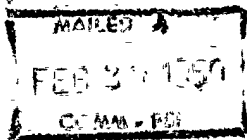
J. Edgar Hoover

John Edgar Hoover  
Director

CC: Mr. Glavin (CONFIDENTIAL)

UIC/dfs

Mr. Tolson \_\_\_\_\_  
Mr. Clegg \_\_\_\_\_  
Mr. Glavin \_\_\_\_\_  
Mr. Ladd \_\_\_\_\_  
Mr. Nichols \_\_\_\_\_  
Mr. Rosen \_\_\_\_\_  
Mr. Tracy \_\_\_\_\_  
Mr. Egan \_\_\_\_\_  
Mr. Gurnea \_\_\_\_\_  
Mr. Harbo \_\_\_\_\_  
Mr. Mohr \_\_\_\_\_  
Mr. Pennington \_\_\_\_\_  
Mr. Quinn Tamm \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Mr. Nease \_\_\_\_\_  
Miss Gandy \_\_\_\_\_



171001-130  
RECEIVED FBI  
FEB 28 1 09 PM '50  
DEPT OF JUSTICE  
B L

OFFICE MEMORANDUM

\* UNITED STATES GOVERNMENT

TO : MR. GLAVIN

DATE: 1-27-50

FROM : H. I. DOWD

SUBJECT: EMPLOYEES' SUGGESTION PROGRAM

Referring to my memorandum of 1-10-50 approved by the Director, wherein authority was given to issue current information to all of our employees regarding the Suggestion Program by means of which they might submit suggestions for the improvement of the Bureau's work, I am attaching hereto for consideration and approval, of proposed folder to carry out this idea.

I have devised the folder along the lines of one which we sent out a few months ago in connection with the 1949 Classification Act, explaining the changes in pay for our employees, a sample of which is attached. I have heard that this folder was received by our employees at the Seat of Government and in the field with great interest and enthusiasm, and in fact, a couple of the SAO's wrote to the Bureau regarding it, one of them stating that it was one of the best things he had seen in years of its kind.

I have heard the Cartographic Section line up an actual size folder for approval regarding the FBI Suggestion Program, which is attached. In addition, they have lined up in large scale the complete information which will appear on the folder if approved. Your particular attention is called to the message from the Director to all FBI employees, the text of which should be approved. The Cartographic Section has placed two illustrated headings to this portion of the circular, one being a sketch of the Director, and the message is coming from the Director's Office. I feel that the latter is more appropriate for this circular, but this question should be decided.

RECOMMENDATIONS: (1) That the attached proposed circular be approved for printing and distribution.

(2) That a sufficient supply be printed, so that one copy can be distributed to each employee both at the Seat of Government and in the field, and an additional supply furnished the field offices and kept in reserve at the Bureau for distribution to new employees as they enter on duty.

HLE:ren

Attachments

15-2965-1920

Mr. Glavin

~~CONFIDENTIAL~~

February 28, 1950

Director, FBI

H. L. EDWARDS

There is enclosed a letter of censure directed to [redacted] because of the failure of the Movement Section to follow upon the Special Agent in Charge of the Detroit Division regarding submission of a 60-day efficiency report on Assistant Special Agent in Charge Paul J. Shiné.

b6  
b7C

A letter of censure to Mr. Edwards regarding the same matter has been addressed directly to him. Copies of the above-mentioned letters are enclosed for your information.

Enclosures

CC: Mr. Edwards' Personnel File  
[redacted] Personnel File

WIC/dfs

b6  
b7C

RECEIVED  
FEB 28 1 41 PM '50

67-17104-131

SEARCHED	INDEXED
SERIALIZED	FILED
FEB 28 1950	
FBI - DETROIT	

Mr. Tolson  
Mr. Clegg  
Mr. Glavin  
Mr. Ladd  
Mr. Nichols  
Mr. Rosen  
Mr. Tracy  
Mr. Egan  
Mr. Gurnea  
Mr. Harbo  
Mr. Mohr  
Mr. Pennington  
Mr. Quinn Tamm  
Tele. Room  
Mr. Nease  
Miss Gandy

RECEIVED  
FEB 28 1950

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FEB 28 1 09 PM '50  
U.S. DEPT. OF JUSTICE  
B-1

# REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ( )  
OFFICIAL:  
REGULAR ( ) SPECIAL ( )  
PROBATIONAL ( )

As of 4-1-50 based on performance during period from 7-24-49 to 3-31-50

H. LYNN EDWARDS 228864 PERSONNEL OFFICER, Grade GS-11, \$8800  
(Name of employee) (Title of position, service, and grade)

Administrative Division, FBI, Department of Justice, Washington, D. C.  
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE  ✓ if adequate — if weak + if outstanding	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE:  Administrative, supervisory, or planning <input type="checkbox"/>  All others <input type="checkbox"/>
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- |   |   |
|---|---|
| <p><u>+</u> (1) Maintenance of equipment, tools, instruments.<br/><u>+</u> (2) Mechanical skill.<br/><u>+</u> (3) Skill in the application of techniques and procedures.<br/><u>—</u> (4) Presentability of work (appropriateness of arrangement and appearance of work).<br/><u>+</u> (5) Attention to broad phases of assignments.<br/><u>+</u> (6) Attention to pertinent detail.<br/><u>+</u> (7) Accuracy of operations.<br/><u>+</u> (8) Accuracy of final results.<br/><u>+</u> (9) Accuracy of judgments or decisions.<br/><u>+</u> (10) Effectiveness in presenting ideas or facts.<br/><u>+</u> (11) Industry.<br/><u>+</u> (12) Rate of progress on or completion of assignments.<br/><u>+</u> (13) Amount of acceptable work produced. (Is mark based on production records? (Yes or no))<br/><u>+</u> (14) Ability to organize his work.<br/><u>+</u> (15) Effectiveness in meeting and dealing with others.<br/><u>+</u> (16) Cooperativeness.<br/><u>+</u> (17) Initiative.<br/><u>+</u> (18) Resourcefulness.<br/><u>+</u> (19) Dependability.<br/><u>+</u> (20) Physical fitness for the work.</p> | <p><u>—</u> (21) Effectiveness in planning broad programs.<br/><u>—</u> (22) Effectiveness in adapting the work program to broader or related programs.<br/><u>—</u> (23) Effectiveness in devising procedures.<br/><u>+</u> (24) Effectiveness in laying out work and establishing standards of performance for subordinates.<br/><u>+</u> (25) Effectiveness in directing, reviewing, and checking the work of subordinates.<br/><u>+</u> (26) Effectiveness in instructing, training, and developing subordinates in the work.<br/><u>+</u> (27) Effectiveness in promoting high working morale.<br/><u>—</u> (28) Effectiveness in determining space, personnel, and equipment needs.<br/><u>+</u> (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.<br/><u>+</u> (30) Ability to make decisions.<br/><u>+</u> (31) Effectiveness in delegating clearly defined authority to act.</p> |
|---|---|

STATE ANY OTHER ELEMENTS CONSIDERED

- (A) Capable of additional responsibility.  
(B) 50  
(C) 54 MAY 15 1950

STANDARD  
Deviations must be explained on reverse side of this form.

Plus marks on all underlined elements, and check marks or better on all other elements rated.  
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements.  
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance.  
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance.  
Minus marks on at least half of the underlined elements.

Adjective Rating  
Excellent  
Very Good 3  
Good  
Fair  
Unsatisfactory

Rating official

Reviewing official

Rated by [Signature] Assistant Director 3-31-50  
(Signature of rating official) (Title) (Date)  
Reviewed by [Signature] Assistant Director 3-31-50  
(Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee (Date) Report to employee (Adjective rating)



H. L. EDWARDS

Mr. Edwards has continued as Personnel Officer of the Bureau during the current rating period. As such, it is his responsibility to supervise and preside over the various meetings of the personnel counselors of the Bureau. It is his responsibility to supervise all appointment procedures in the procurement of applicants, maintenance of the Health Service, handling of veterans' matters and all classification matters. He also lectures before In-Service Schools, before New Agents' Classes, clerical classes and before the National Academy. His lectures have been favorably received by the various groups before whom he has appeared.

It was necessary during the rating period to send a letter of censure to Mr. Edwards because of a delinquency in the Movement Section of the Administrative Division. However, his work has been so outstanding during the year that I do not feel that such a communication in any way detracts from his excellent category. He works long hours of overtime daily. He is always available over the weekends, being at the office both on Saturdays and Sundays. He is loyal to the Director and the Bureau. He is capable of performing any investigative task which might confront the Bureau. He has been assigned to the special panel handling the improvement of letter writing insofar as Bureau supervisory personnel is concerned. He has been commended for the manner in which he has handled certain communications during the rating period.

I feel that with proper orientation, Mr. Edwards could assume an executive position as Special Agent in Charge in any of a number of the divisional offices with the exception of those larger offices in the field today. I feel that he would be alert to his responsibilities and would continue to strive to serve the Director to the best of his ability. Rating: EXCELLENT

70.12.1



United States Department of Justice  
Federal Bureau of Investigation  
Washington, D. C.



Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - MONEY ORDER) the sum of \$10, payable to the Chief Clerk of the FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Chief Clerk of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name Mrs. Constance M. Edwards Relationship wife Date 3/31/50  
Address same

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in line of duty.

Name same Relationship same Date 3/31/50  
Address same

Secondary bnf. for both.

daughter

APR 18 1950

Very truly yours,

Thymie Edwards  
Special Agent

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Ticket  
3/21

Mr. H. Lynn Edwards,  
Federal Bureau of Investigation,  
U. S. Department of Justice.

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. GLAVIN ✓  
 FROM : H. L. ~~EDWARDS~~ *mr*  
 SUBJECT: PAUL J. ~~SHINE~~  
 Assistant Special Agent in Charge  
 Detroit Office

DATE: 2/24/50

Mr. Tolson ✓  
 Mr. Clegg ✓  
 Mr. Glavin ✓  
 Mr. Ladd ✓  
 Mr. Nichols ✓  
 Mr. Rosen ✓  
 Mr. Tracy ✓  
 Mr. Egan ✓  
 Mr. Gurnea ✓  
 Mr. Harbo ✓  
 Mr. Mohr ✓  
 Mr. Pennington ✓  
 Mr. Quinn Tamm ✓  
 Tele. Room ✓  
 Mr. Nease ✓  
 Miss Holmes ✓  
 Miss Gandy ✓

*Chief Clerk's office* *LEE* *400*

Mr. Tolson has requested an explanation for the failure of the Administrative Division to follow the SAC at Detroit when he failed to submit a 60-day efficiency report on ASAC Shine, following his transfer from Butte. Present requirements, as set out in SAC Letter #84, Series 1949, dated 9/6/49, provide that effective immediately, 60-day reports are required on ASACs and other field supervisory officials sixty days after they have reported to their office of assignment. Since Shine reported to Detroit four days after this SAC Letter became effective, he, of course, fell under the rule, and the 60-day report was due as of 11/10/49.

I do not wish to waste anybody's time requiring them to read a long memorandum of explanation. I can only state that the fault in this case is mine because I supervise the Movement Section, and I made a check there and ascertained that either there was a failure to set up a tickler card to follow on this report, or if a tickler card was set up, the same was inadvertently destroyed in connection with destroying other ticklers without any follow-up having been made. The Movement Section prepares a tickler card on the basis of information received from the field reporting the arrival of an ASAC, and the usual procedure is to follow on this two weeks after the report is due if it has not come in, and the tickler card is not supposed to be destroyed until after the report has come in and has been checked off as received. There is no way to definitely tell whether a tickler was prepared in this case, but it is my guess that one was not, probably due to oversight.

This morning, I talked to the Movement Section as a group, as well as to the clerical supervisor individually, and impressed upon them the absolute necessity for doing their work with constant thoughtfulness, care, accuracy, and thoroughness, so that there will be no repetition of anything like this in the future.

Although I realize that SAC O'Connor advised you in talking with you this morning that he had failed to submit this report, and although I realize he stated that ASAC Shine's work was completely

*3/10*

Memo to Mr. Glavin - (Continued)

satisfactory, as would be reflected in the report which he is going to immediately submit, I nevertheless realize that such errors as this just should not occur, and since the error occurred in a section under my supervision, I am willing to assume entire responsibility for the same.

*JH Edwards*

HLE:pam

I recommend letters of censure  
to Mr. JH Edwards and [redacted]  
clerical supervisor of Movement Section.

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*out  
7/24*

*by 2/24/50*

*Letter to Mr. Edwards*

*2/25/50*

*[Signature]*

*are we getting a  
report from  
SAC. O'Connor  
now?*

*7/24*

## OFFICE MEMORANDUM — UNITED STATES GOVERNMENT

TO : MR. CLAVIN

FROM : H. L. EDWARDS

SUBJECT: HENRY D. GRUSH  
SPECIAL AGENT  
SAN FRANCISCO DIVISION

DATE: February 21, 1950

H. L. EDWARDS

By memorandum dated 2/13/50, the SAC at Philadelphia advised the Bureau [redacted] was, the subject of a [redacted] case, had furnished information to Agents of the Philadelphia Office relative to one Donald Grush, who she described as a Special Agent of the FBI.

[redacted] was employed [redacted]

[redacted] she allegedly procured a position with the German [redacted] in Luxemburg and Berlin, and finally as a [redacted] in Froach, Germany, and remained there throughout the war. [redacted] has admitted this and contended that this entire employment lasted from about October, 1943 to the end of the war.

[redacted] Grush was also employed in the American Consulate at Stuttgart as a reception clerk but left some time in 1940 (September 30) to return to the United States. This was nine months prior to [redacted]. She corresponded with Grush on two or three occasions and then dropped the correspondence. During the fall of 1947 [redacted] advised that she, while living in Philadelphia, examined her old address books with the view of renewing correspondence with old friends of hers [redacted]. She came across Grush's name and wrote him in Boston. He did not respond immediately and it was her impression that the letter was forwarded to him by his parents to some little town in Virginia near Washington, D. C. He replied in about two weeks, expressed surprise at hearing from her, and mentioned some mutual acquaintances, but did not say what he was doing. She again wrote to him and advised she was going to work in Washington and would be living at [redacted] and hoped that they might meet again. In early October, 1947, she received a letter from Grush telling her he would be in Washington for a couple of weeks and an appointment was made to meet her on a certain day in the lobby of the Raleigh Hotel. They met, had dinner together, and talked about their days in [redacted]. Grush informed her he had been attending the FBI School and had been transferred to San Francisco. She recalled that she mentioned to him that she had been caught in Germany during the war, which she felt he knew anyway, but doubted if she mentioned anything at all about her employment in Germany during that period. Grush related his experiences during the war with the Army in Italy, and the conversation was mostly about this.

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MEMO TO MR. GLAVIN

According to [redacted] they corresponded one or twice thereafter while Grush was in San Francisco, but after a brief time she received a wedding announcement from him indicating his approaching marriage and she did not thereafter communicate with him, nor has she heard from him since. Although questioned at length, [redacted] could not furnish any additional pertinent information concerning Grush, nor did she supply any information that would indicate that he was not loyal to this country.

The Donald Grush referred to [redacted] is obviously identical with Henry Donald Grush assigned to the San Francisco Division.

It might be noted that the Bureau conducted a loyalty investigation [redacted] for the Department of Army in 1948, and by memorandum dated 10/27/48, the Department was advised of the results of the investigation, which apparently disclosed evidence of [redacted]. This investigation disclosed [redacted] was born [redacted] at Stuttgart, Germany, and obtained derivative citizenship through the naturalization of her father at Philadelphia, Pennsylvania, on 1/29/32. She went to Germany with her parents in June of 1938 and on 8/16/39 accepted employment [redacted] at Stuttgart. The employee [redacted] were ordered by the Department of State to depart from Germany by 7/15/41 and when [redacted] refused to do so she was discharged on 6/30/41. After the close of the war, she obtained employment in June of 1945 [redacted] at Nuremberg, Germany, and in the spring of 1946 returned to the United States and secured employment [redacted] at [redacted] Nashville, Tennessee, where she remained until 4/4/47. From 4/15/47 to 7/31/47 she was employed [redacted] in Nashville, Tennessee, as a [redacted] and by a private concern in Philadelphia from August until October of the same year. From 10/13/47 to 10/19/48 she was employed by [redacted] Washington, D. C.

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#### BACKGROUND INFORMATION ON AGENT GRUSH

This Agent filed an application for the position of Translator in 1941, at which time he was recommended favorably by SAC V. W. Peterson at Boston and an investigation was completed; however, his brief was marked "No action." The investigation disclosed that he had a BS degree from Harvard University, one year at Harvard University Graduate School and eight months at the University of Leipzig. He was a member of the Verein Turnvater, which organization subsequently proved to be innocuous and in no way sympathetic toward the Nazis. An Agent, while conducting another investigation, was advised by the applicant's father that the applicant was very much impressed with "the German way of doing things." A detailed investigation in the neighborhood and elsewhere failed to disclose any other symptoms of sympathy toward the Nazi regime on the part of Grush.

On 3-7-47, Grush reinterviewed by ASAC W. J. West at Boston, regarding his application for the position of Special Employee Agent. ASAC West recommended him favorably and called the Bureau's attention to the report of SA John Murray Hill at Boston on 3-20-43 concerning [redacted] who was reported by ONI to have been a Nazi sympathizer. This report disclosed that ONI had furnished

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MEMO FOR MR. GLAVIN

information to the effect that [ ] reportedly associated with Henry Donald Grush, while at Harvard, and that Grush, who was a former employee of the U. S. Consulate at Stuttgart, Germany, was suspected of having pro-Nazi leanings. The allegations regarding [ ] were not substantiated nor was there any verification whatsoever of Grush's alleged Nazi sympathies. b6 b7C

ASAC West also called attention to the Internal Security C case pertaining to Henry Donald Grush that was opened in 1941. This investigation gained its inception through the fact that known espionage agents had come to this country on ships of the American Export Line and it was felt that investigation of other passengers of these ships upon which the known espionage agents came to this country might disclose information of interest in the espionage field. An investigation was therefore instituted, which disclosed that Grush frequently utilized facilities of the State Department between 1938 and 1941 for the purpose of travel to Germany, Italy, Switzerland, and countries enroute. The investigation further disclosed absolutely nothing of a derogatory nature and actually revealed that the subject and other members of his family enjoyed an excellent reputation and indicated no evidence whatsoever of disloyalty on his part. The investigation was terminated when it was learned that he was a member of the U. S. Armed Services.

The brief of the supplemental investigation dated 5-2-47 disclosed the information appearing in the original investigation to the effect that Grush was a member of the Verein Turmuraechter, and the applicant's father had reportedly said that the applicant was very much impressed with "the German way of doing things." However the brief did not contain the information set out above concerning the ONI report and the security case although it was available in the interview write-up submitted by ASAC West and was undoubtedly noted. In addition, a review of Grush's personnel file as well as any other logical places such as his administrative file and any files with a similar name failed to show that a relative sheet which would list the results of an indices check on the immediate relatives had been prepared.

The clerical employee, [ ] and the Assistant Clerical Supervisor, [ ] acting during the absence on leave of the Clerical Supervisor both had the responsibility of checking for the relative sheet and were responsible for the preparation and review respectively of the brief, but they are no longer in the Bureau's service. Mr. J. L. Edwards, Chief of the Personnel Unit who initially recommended the applicant for appointment to a New Agents Class of 6/9 and his Assistant, Agent Supervisor J. E. Edwards who thereafter noted your approval for appointment of the applicant to a later Agents Class are unable to recall at this late date whether or not a relative sheet was available at that time or any reason for not including the reference to the ONI report or the Security Case in the brief. However, it is certain that one of the established and elementary procedures in reviewing any applicant file preparatory to recommending appointive action consists of checking the relative sheet, investigative reports and all related papers to make sure that the applicant is completely suitable for appointment. Unfortunately, as indicated above, the passage of time and unavailability of certain employees do not make possible a definite statement as to just how the apparent omission occurred in this case. b6 b7C

A present check of the Bureau's indices on Grush and his relatives failed to reflect any information, other than that previously referred to in this memorandum.



MEMO FOR MR. GLAVIN

Grush has been continuously assigned to the San Francisco Office since leaving the New Agents School in November of 1947. He is presently in Grade GS- 11, at \$5400 per annum. His record has been uniformly good and at the present time he is assigned to the Espionage Squad in San Francisco.

RECOMMENDATIONS

It is recommended that the SAC at San Francisco be advised of Grush's contacts with the Treason subject, [redacted] and to interview Grush thoroughly concerning his correspondence and association with her and particularly as to the extent of his knowledge concerning her activities subsequent to her discharge from [redacted] Stuttgart, Germany, and further if any information is developed of interest to the Bureau, Agent Grush should be required to submit an explanation for his failure to previously notify the Bureau.

CRJ:cmw

ADDENDUM: I agree with the recommendations made by Mr. Edwards as above noted.

I further wish to point out that there appears to be no reason why the full information concerning Grush at the time he was considered for appointment to the position of Special Agent was not included in his brief. I cannot recall at this time the details connected with the approving of this individual for a Special Agent appointment. I do note that I had originally noted that we would not consider him on May 14th and again on June 9th; that on June 28, 1947, I issued instructions that he be considered for the class of July 21, 1947.

From all the facts developed in connection with the investigation of this individual, there is nothing, which was developed, which would prove any disloyalty whatsoever. To the contrary, information was ascertained that Grush and his family were loyal, patriotic Americans. In addition, he had an excellent record in the Armed Services. In view of the fact, however, that the brief was not complete, I recommend an appropriate letter of censure be addressed to me in connection with this case. I have discussed it in detail with all of the supervisors in this Division and will endeavor to eliminate such unsatisfactory handling in the future. WRG:VH

May 17, 1950

Mr. H. L. Edwards  
Federal Bureau of Investigation  
Washington, D. C.

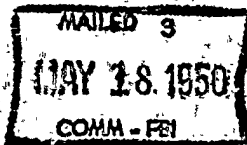
Dear Mr. Edwards:

My attention has been called to the length of time involved in the preparation in your section of an acknowledgement to a letter dated April 3, 1950, from the Norfolk Office to the Bureau, concerning the purchase of a house and change in the office of preference of Assistant Special Agent in Charge F. C. Finley. It is understood that this letter was received in the Personnel Section on April 4, 1950, but was not acknowledged until April 25, 1950, and that you did not detect that the acknowledgement of this letter was being unduly delayed.

I am sure you realize the possibilities for embarrassment to the Bureau resulting from our failure to promptly acknowledge correspondence. It is felt necessary to address this communication of caution to you at this time in order that you will insure by the proper functioning of administrative devices, appropriate personnel conferences or otherwise that future correspondence will be promptly handled in accordance with existing Bureau regulations.

Sincerely yours,

J. Edgar Hoover  
John Edgar Hoover  
Director



Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
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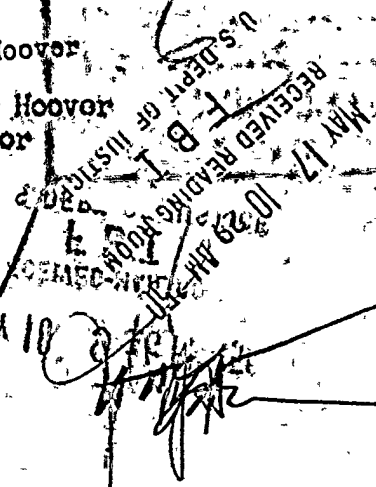
cc-Mr. Glavin  
U.S. DEPT. OF JUSTICE

cc-Personnel Files H.L. Edwards

67-171084

67-80001

JAS:DMG



May 16, 1950

MEMORANDUM FOR MR. GLAVIN

My attention has been called to the fact that communication from the Norfolk Office dated April 13, 1950, which was received in the Personnel Section on April 4, 1950, concerning ACAC F. C. Finley, was not acknowledged until April 25, 1950. This letter was time-stamped at 5:46 P.M. in the Personnel Section. It was presumably forwarded to the Movement Unit for handling on April 5, 1950. [redacted] advised that she called the file, but did not receive it until April 19, 1950, when she forwarded the file and the incoming communication to Mr. H. L. Edwards for a decision as to its acknowledgement. Mr. Edwards advised that he undoubtedly handled the matter over the weekend of April 22 -23, 1950.

This particular piece of mail was not on record in Personnel Files until April 29, 1950 and, therefore, the information concerning the existence of this letter and its acknowledgement was not available for inclusion in a summary memorandum when the file was called for this purpose on April 28, 1950. Mr. H. L. Edwards failed to detect the fact that this letter was not promptly recorded and acknowledged. b6 b7C

I am attaching letters of caution to [redacted] and Mr. H. L. Edwards and, in addition, I want you to know of my displeasure over the failure of these employees under your supervision to function properly.

These letters are to be delivered by you to [redacted] and Mr. Edwards at which time you should discuss this matter with them and insure that, through proper administrative devices, employees' conferences, or other appropriate means which will occur to you, arrangements are put into effect which will prevent situations such as this from recurring in the future. It is also desired that you take steps to remind all personnel of the existing regulations concerning the immediate recording of Bureau mail and impress upon them the need for prompt acknowledgement of all Bureau correspondence.

Very truly your,

/s/ J. Edgar Hoover

J. Edgar Hoover  
Director

Attachments  
67-80001  
67-171084  
67-390939

JAS:DMG

13 JUL 5 1950

MR. TOLSON

5-12-50

Mr. H. H. Clegg

**DELINQUENCY IN ACKNOWLEDGEMENT OF CORRESPONDENCE**

Background

H. L. Edwards

Reference is made to the attached material concerning ASAC Fred C. Finley in which a question is raised concerning the fact that information in Norfolk letter dated 4-3-50, was not included in a summary prepared concerning Finley dated 5-1-50 and to Mr. Mohr's inquiry why this letter was not acknowledged until April 25, 1950. As indicated by Mr. Mohr, the failure of the Personnel Unit to acknowledge the Norfolk letter until April 25, 1950 or have it properly recorded in the Personnel Records Unit appears to be the reason this material was not available when Finley's file was reviewed. In an effort to determine why the delay occurred in the acknowledgement of this communication, an inquiry was made by Special Agent J. A. Sizoo of this division.

Inability to Obtain File

The Norfolk letter dated 4-3-50, was time-stamped in the Personnel Section at 5:46 P.M., 4-4-50. It was presumably immediately routed to the Movement Unit where it was handled by [redacted] clerical supervisor. She advised that it was probably received in her office sometime on April 5, 1950. She stated that, in accordance with her general policy, she immediately called the personnel file and learned that the file was not available. She stated that she put it on locate but did not receive it until April 19, 1950, at which time she placed a notation on the incoming communication indicating that she had made the necessary changes as to Finley's office of preference in his file and on the Movement Unit records. She advised that she does not specifically recall what efforts she made to follow up her request for this file during this period, but that she normally follows closely on such requests in order to obtain the file promptly.

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The records of the Personnel Files Unit of the Records Section indicate that, during the period in question, the file was requested by [redacted] of the Leave Unit on 4-6-50 and she obtained the file the same date. It was also determined that a memorandum concerning Finley's efficiency rating was prepared by the Briefing Unit under date of April 13, 1950 and an outgoing letter in this connection was prepared on April 18, 1950. Personnel in the Briefing Unit indicated that they probably received the file on April 12th and undoubtedly had it until April 18th. They advised that they have no recollection that Personnel Files

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Tolson \_\_\_\_\_  
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Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

searchers sought the file [redacted] The records of Personnel Files do not indicate that a request for the file was received [redacted] on 4-5-50, nor does the Personnel Files Searching Unit recall having the file on special search for [redacted] This, of course, is not conclusive that the file was not called since the request may not have been recorded. However, it does not appear that a very vigorous effort was made to obtain the file during this period [redacted]

67-80001  
67-390939  
67-171084  
JAS:ME

orig in file 67-80001-1067

Memorandum for Mr. Tolson

By way of background it should be noted prior to this time the Routing Unit of the Administrative Files has been routing some mail which they thought might be of the type to be destroyed after handling direct to the Administrative Division and not through Personnel Files. This particular piece of mail was routed in this fashion and reached Mr. Edwards' office without having been recorded or placed on deferred recording. This matter has been discussed with [redacted] of the Records Section who has advised that a very small amount of mail is handled in this fashion and that he has now issued instructions that all mail of a personnel character shall be routed through the Personnel Files Unit for appropriate recording. The standing instruction for the recording of mail in the Personnel Files Unit is that all routine mail shall be recorded prior to its routing for action but that expedite mail requiring urgent handling shall be routed to the interested division on deferred recording. Mr. Edwards was asked what instructions had been issued to his personnel concerning the handling of mail, such as, instant letter, which was received without recording or without being placed on deferred recording. He advised that if the mail could be answered within 24 hours it would be satisfactory to do so without returning the mail to Personnel Files for recording. The Bureau's instructions in this connection are found in Section I of a memorandum from the Director to all employees at the Seat of Government, typed August 5, 1948 (#66-818-2681). Mail to be permanently retained in the Bureau's files which is not recorded or marked for deferred recording is to be promptly returned to the Records Section for proper handling prior to taking action. It, therefore, appears that the communication in question should have been immediately recorded. In discussing the recording of this mail with [redacted] it did not appear that she was either familiar with the Bureau regulation or with Mr. Edwards' practice that mail which was being handled in 24 hours could be handled without its return to the Personnel Files Unit for recording.

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CONCLUSIONS

(1) [redacted] failed to have the incoming communication immediately recorded in accordance with existing Bureau regulations. Had this been done, this problem would never have arisen since an abstract of the incoming letter would have been available.

(2) [redacted] was not sufficiently vigorous in following up her request for Finley's file and that she failed to consult Mr. Edwards to inform him of her inability to obtain the file.

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b7C

(3) [redacted] failed to list the instant correspondence as delinquent in her report of 4-14-50.

(4) Mr. H. L. Edwards failed to list instant correspondence as delinquent in his delinquency report on 4-21-50. The failure to list mail in his own office as delinquent on such a report makes the administrative device designed to detect such things ineffective.

Memorandum for Mr. Tolson

H.L.  
In this connection, Mr. Edwards advised that he has outstanding instructions to his personnel that if they have difficulty in obtaining files, the matter should be immediately called to his attention in order that he can see that the file is obtained. [redacted] did not call this matter to Mr. Edwards' attention during this period, but it should also be stated that, in discussing the matter with her, she did not reflect a full understanding of Mr. Edwards' instructions in this connection. However, good judgment would dictate that she contact Mr. Edwards under the circumstances for assistance.

Mr. H. L. Edwards' Handling of File

Upon receipt of Finley's file on April 19th, according to [redacted] she sent it, together with the incoming letter from Norfolk, to Mr. H. L. Edwards for his consideration as to whether or not an acknowledgement to this letter was necessary. [redacted] stated that she recalled receiving the file several days later with instructions from Mr. Edwards to prepare an acknowledgement and that an acknowledgement under date of April 25, 1950, was prepared. Edwards stated that, while he does not so specifically recall, he feels that it is quite likely that he received the file on Wednesday, April 19 or Thursday, April 20, 1950, and held it for consideration over the following weekend. If that is the case, he presumably returned the file [redacted] on Monday, April 24th. At any rate, Mr. Edwards did not determine upon receipt of this material [redacted] that an acknowledgement was long overdue and see that the same was immediately prepared.

b6  
b7C

Check of Delinquency Reports

In an effort to determine whether or not this delinquent piece of correspondence appeared in the Personnel Unit delinquency reports, an examination was made of those available. All copies of the delinquency report for April 7, 1950, were destroyed prior to the making of this survey. The delinquency report submitted by the Movement Unit for April 14, 1950, contains an entry as follows: "1 O.P. letter dated 4-13-50 - received in Movement 4-14-50 (Will go out Monday)", which may or may not apply to this piece of correspondence. At any rate, this piece of correspondence was not sufficiently identified [redacted] to permit Mr. Edwards to adequately follow the matter. An examination of the delinquency report dated 4-21-50, disclosed no reference to this correspondence. Mr. Edwards advised that undoubtedly on Friday evening, 4-21-50, at 5:30 P.M. this correspondence was in his office awaiting handling and that in the past it has not been his practice to list delinquent correspondence in his own office. His theory was that all material in his office would be handled over the weekend and not be carried into the next week. However, this situation demonstrates the error of this reasoning and Mr. Edwards is now including delinquent material in his own office on his section's delinquency report.

b6  
b7C

Routing of Mail

It should be noted that the Norfolk letter was received in Mr. H. L. Edwards' section for handling without having been properly recorded in the Personnel Records Section.

Memorandum for Mr. Tolson

(5) Mr. H. L. Edwards failed to expedite the disposition of this matter when the file was presented to him on April 19 or 20, 1950 and had attached to it an item of correspondence received in his section 4-4-50, which had not as yet been acknowledged.

(6) From the manner in which this particular letter was handled [redacted] it appears that she handled it with the thought that an acknowledgement was not absolutely necessary. In fact, she so stated when she was interviewed. However, Mr. H. L. Edwards concluded that an acknowledgement was desirable and, therefore, it should have received more prompt handling. Furthermore, even though an acknowledgement had not been necessary, the Norfolk letter should have been immediately recorded and should have appeared on the Personnel Section's delinquency reports. Under the circumstances, I believe letters of caution are appropriate for [redacted] and Mr. H. L. Edwards, with a memorandum of transmittal to Mr. Glavin. b6 b7C

RECOMMENDATIONS:

(1) That no change be made in the system of handling mail except as to the routing of all personnel mail through the Personnel Files Unit by the Routing Unit of the Administrative Files. This is now being done. Otherwise the Bureau instructions concerning the immediate recording of mail would seem to be adequate.

(2) That all personnel of the Personnel Section be reminded of the Bureau's regulation concerning the recording of Bureau mail and be impressed with the need for prompt acknowledgement of correspondence.

(3) That letters of caution be sent to Mr. H. L. Edwards and [redacted] [redacted] Suggested letters are attached as enclosures to a memorandum to Mr. Glavin from the Director. b6 b7C

(4) That the attached memorandum to Mr. Glavin instructing his delivery of the suggested letters to Mr. H. L. Edwards and [redacted] be approved, expressing the Director's displeasure at the failure of his personnel to properly function in this instance.

Attachments

# SUPERVISOR'S REPORT OF ACCIDENT

NOT USE FOR MOTOR VEHICLE OR AIRCRAFT ACCIDENT

(See Instructions on Back. Use Additional Sheets if Necessary)

Section I REPORTING UNIT		2. ACCIDENT OCCURRED IN		DO NOT USE	
1a. TO: (Appropriate Headquarters) <b>MR. H. L. EDWARDS</b>		GOVERNMENT OPERATION		CODE	
b. FROM: (Reporting Dept. etc., and location—Include town and State or foreign country) <b>FEDERAL BUREAU OF INVESTIGATION 9th &amp; Pennsylvania Ave., N.W., Washington, D.C.</b>		CONTRACTOR OPERATION			
3. DATE OF ACCIDENT <b>6/21/50</b>		4. TIME <b>Approx. 11:00 A.M.</b>		5. EXACT LOCATION OF ACCIDENT <b>In room next to Tour Room, 5627.</b>	
6. DESCRIPTION BY INJURED PERSON; IF PROPERTY DAMAGE ONLY, BY PERSONS MOST CLOSELY ASSOCIATED WITH ACCIDENT (Tell the complete story of what happened; no signature required.) <b>Fell and bumped back of head on wall. Very small bump on back of head.</b>					
7. DESCRIPTION BY RESPONSIBLE SUPERVISOR—CIVILIAN OR MILITARY (What led up to the accident, how did accident actually happen? Explain if anything was wrong with equipment, material, or layout and what was done wrong. Be specific.) <b>No property damage.</b>					
8. WHAT ACTUALLY HAS BEEN DONE TO CORRECT CONDITIONS CAUSING THE ACCIDENT? <b>No property damage.</b>					
9. WHAT REMAINS TO BE DONE TO CORRECT SUCH CONDITIONS AND WHY? <b>No property damage.</b>					
Section II WHEN, WHERE, HOW, AND WHY ACCIDENT OCCURRED AND CORRECTIVE ACTION					
Section III CONSEQUENCES AND RELATED DATA					
10a. INJURY TO: (Check one)		10b. PROBABLE DISABILITY (Check one)		10c. ESTIMATED DAMAGE TO PROPERTY OR EQUIPMENT (Fill in one or more)	
REPORTING AGENCY					
(1) MILITARY PERSONNEL	(2) CIVILIAN PERSONNEL	(3) CONTRACTOR PERSONNEL	(1) DEATH	(4) TEMPORARY TOTAL	(1) REPORTING AGENCY \$
OTHER			(2) PERMANENT TOTAL	(5) TEMPORARY PARTIAL	(2) CONTRACTOR* \$
(4) OTHER FEDERAL AGENCY PERSONNEL			(3) PERMANENT PARTIAL	(6) FIRST AID	(3) OTHER FEDERAL AGENCY \$
(5) NONFEDERAL PERSON					(4) NONFEDERAL \$
<b>X</b>					* Contractor of reporting agency
11. DESCRIPTION OF PROPERTY OR EQUIPMENT DAMAGED <b>No property damage.</b>					
12. OWNERSHIP OF PROPERTY OR EQUIPMENT DAMAGED (Name and home address) <b>No property damage.</b>					
13. NAME AND HOME ADDRESS OF INJURED <b>Washington, D.C.</b>					
14. SEX <b>F</b>		15. AGE		16. BADGE OR SERVICE NO.	
17. REGULAR OCCUPATION OF INJURED <b>Visitor on tour of Bureau</b>		18. OFFICIAL ASSIGNMENT AT TIME OF ACCIDENT			
19. NATURE OF INJURY AND PART OF BODY INVOLVED <b>Very small bump on back of head.</b>		20. DATE INJURED STOPPED WORK		21. DATE INJURED RETURNED TO WORK	
22. NAMES AND ADDRESSES OF WITNESSES <b>Washington, D.C.</b>					
Section IV WITNESSES					
Section V SUPERVISOR					
23. DATE <b>6/21/50</b>		TITLE (Civilian or military) <b>R.N.</b>			
24. COMMENTS ON ADEQUACY OF CORRECTIVE ACTION TAKEN, OR PLANNED, INCLUDING PROGRESS ON PENDING ACTIONS					
Section VI REVIEW AND COMMENT					
25. DATE <b>66 JUL 12 1950</b>		TITLE (Civilian or military) <b>REMOVED FROM</b>		SIGNATURE OF REVIEWING OFFICIAL <b>W. Lynn Edwards</b>	
<b>ALPH. FILE</b>					

No cc to OHA guard since no dept involved

file  
JUN 23 1950



## INSTRUCTIONS

**SCOPE:** Form applies to every accident, except motor vehicle and aircraft, arising out of the operation of a Federal Department or Establishment which results in injury to a person, or damage to property.

This form may be used similarly for operations performed by contractors under the jurisdiction of the reporting department, item 1b. It is not a substitute for any report to the Bureau of Employees' Compensation, but the reverse side of Form C. A. 1 of that Bureau should hereafter not be used.

**PREPARATION:** Answers must be given to all items on the form except as noted below: Accidents resulting in injury only, require answers to all items except 10c, 11, and 12; accidents resulting in property damage only, require answers to all items except 10a, 10b, and 13 through 21 inclusive; accidents resulting in injury and property damage require answers to all items. If a single accident involves injury to more than one person or damage to the property of more than one owner, a separate Form 92 is to be filled out for each injured person or each owner of damaged property.

### SECTION I

**Item 2. GOVERNMENT OPERATION:**—Work performed by Government forces.

**CONTRACTOR OPERATION:**—Operation performed by a contractor's forces under jurisdiction of the reporting department named in item 1b.

### SECTION II

**Item 3.** Date of accident.

**Item 4.** Hour of day or military time.

**Item 5.** Building or other exact location.

Include town and State or foreign country.

**Items 6, 7.** Items must provide all possible information on what happened and a basis for answering items 8 and 9.

### SECTION III

**Item 10a.** Injury to—Self-explanatory.

**REPORTING AGENCY:**—Department or establishment indicated in item 1b.

**Item 10b (1) DEATH:**—Self-explanatory.

(2) **PERMANENT TOTAL:**—An injury which permanently and totally incapacitates a person from following any gainful occupation.

(3) **PERMANENT PARTIAL:**—An injury which results in the loss of any member or part of a member of the body, or any permanent impairment of functions of the body or part thereof to any degree less than permanent total disability.

(4) **TEMPORARY TOTAL:**—An injury other than the above which renders the injured person unable to perform a regularly established job on any day or shift subsequent to the day of injury (including Saturdays, Sundays, and days off).

### SECTION III (Continued)

(5) **TEMPORARY PARTIAL:**—An injury which prevents the injured person from performing his own job on any day or shift subsequent to the day of injury, but does not prevent his performing another regularly established job.

(6) **FIRST AID (Medical Treatment Case):**—An injury which requires medical treatment only and does not result in loss of time.

**Item 10c.** Property or equipment includes material. Give closest estimate possible of damage; do not state "unknown," "undetermined." Each loss must be explained in item 11.

(1) **REPORTING AGENCY:**—Department or establishment indicated in item 1b.

**Item 11.** Include damage to material.

**Item 18.** Work or duty assignment by supervisor at time of accident.

**Item 20.** The date of the first day (subsequent to the date shown in item 3) when the injured commenced losing time.

**Item 21.** The day injured returned to work; report shall not be delayed beyond the end of calendar month for completion of this item.

### SECTION IV

**Item 22.** Should be "eye witnesses" if available; if not, first persons hearing of accident from injured person or other sources.

### SECTION V

**Item 23.** Supervisor responsible for the information in items 3-22, inclusive.

### SECTION VI

**Item 24.** The designation of the reviewing official is the responsibility of the department or establishment but should be an operating official above the level of the supervisor indicated in item 23.

SUPERVISOR'S REPORT OF ACCIDENT			
DO NOT USE FOR MOTOR VEHICLE OR AIRCRAFT ACCIDENT			
(See Instructions on Back. Use Additional Sheets if Necessary)			
Section I	1a. TO: (Appropriate Headquarters) Chief of Engineers, Washington 25, D. C.		1. ACCIDENT OCCURRED IN
	FROM: (Reporting Dept., etc., and location—Include town and State or foreign country) Dept. of Army, Corps of Engineers, Ohio River Div. Huntington District, Huntington, W. Va.		DO NOT FEE
Section II	2. DATE OF ACCIDENT Oct. 8, 1947	3. TIME 2 P.M.	4. LOCATION OF ACCIDENT Station 7-30 of stream gauging sec., Highway bridge over Big Sandy River at Louis, Ky.
	5. DESCRIPTION BY INJURED PERSON, OR PROPERTY DAMAGE ONLY, BY PERSONS MOST CLOSELY ASSOCIATED WITH ACCIDENT (Tell the complete story of what happened, no signature required). While making discharge measurement, I was lowering sounding weight to bottom of river by use of reel and crank. Submerged log hit cable, knocking crank out of hand. Crank handle struck nose and forehead.		
Section III	6. DESCRIPTION BY RESPONSIBLE SUPERVISOR—CIVILIAN OR MILITARY (What led up to the accident, how did accident actually happen? Explain if anything was wrong with equipment, material, set up and what was done wrong. Be specific). Discharge measurements were being made during highwater. Due to fact that the brake on the reel was defective, the sounding weight was being lowered by use of crank. Normally, the sounding weight is lowered by using brake only. Crank should be replaced with hand-wheel.		
	7. WHAT ACTUALLY HAS BEEN DONE TO CORRECT CONDITIONS CAUSING THE ACCIDENT? Defective brake has been repaired and hand-wheel ordered.		
Section IV	8. WHAT REMAINS TO BE DONE TO CORRECT SUCH CONDITIONS AND WHY? Get approval for purchase of hand-wheel to replace crank. Such purchase requires approval by head of plant section.		
	9. DESCRIPTION OF PROPERTY OR EQUIPMENT DAMAGED Loss of sounding weight and discharge measurement device.		
Section V	10. OWNERSHIP OF PROPERTY OR EQUIPMENT DAMAGED (Name and home address) Corps of Engineers, Huntington District, Huntington, W. Va.		
	11. NAME AND HOME ADDRESS OF INJURED John D. Doe, 2000 Main St., Huntington, W. Va.		
Section VI	12. REGULAR OCCUPATION OF INJURED Engineer Aide		
	13. OFFICIAL ASSIGNMENT AT TIME OF ACCIDENT Stream gauging		
Section VII	14. NATURE OF INJURY AND PART OF BODY INVOLVED Laceration and contusions on nose and		
	15. DATE INJURED STOPPED WORK Oct. 9, 1947		
Section VIII	16. DATE INJURED RETURNED TO WORK Oct. 11, 1947		
	17. NAME AND ADDRESS OF WITNESSES Huntington, W. Va. Huntington, W. Va.		
Section IX	18. DATE Oct. 11, 47		
	19. TITLE (Civilian or military) Stream Gauging Section		
Section X	20. COMMENTS ON ADEQUACY OF CORRECTIVE ACTION TAKEN OR PLANNED, INCLUDING PROGRESS ON PENDING ACTIONS Instructions have been issued that brake is to be used in lowering sounding weights with crank disengaged in all cases. Purchase of hand-wheels to replace all cranks has been approved.		
	21. DATE 10-12-47		
Section XI	22. TITLE (Civilian or military) Chief, Engineering Div.		
	23. SIGNATURE [Signature]		

REMARKS:

NAME: HOWARD LYNN EDWARDS

POSITION: SPECIAL AGENT

E.O.D. 2/10/41

SALARY: \$8800.00

OFFICES OF PREFERENCE: (1) Washington, D. C. (2) Miami

ASSISTANT DIRECTOR GLAVIN:

H. Lynn Edwards has been the Personnel Officer of the Bureau since Mr. Mohr was assigned to the office of Mr. Tolson, the Associate Director. Edwards is ideally qualified for this particular assignment. Hours mean nothing to him. He is at his desk nights, holidays and week ends, and can always be depended upon to subordinate his personal desires to the needs of the Bureau. He has an excellent command of the English language and is on the Bureau's panel of officials reviewing correspondence procedures. He gets along well with Bureau personnel and many employees call on him for advice, both of a personal and official nature. He is thoroughly conversant with the duties of his section.

I consider him one of the experts in the classification field at this time. He has maintained exceptionally good contact with the Naval Hospital and, through his efforts, we have been able not only to have physical examinations given our men in Washington at Naval Hospital, but such examinations have been approved for other Naval facilities throughout the United States. I consider him an excellent employee and one who could handle an executive position at the Seat of Government or in the field.

INSPECTOR LONG:

Edwards presents a good appearance and is very capable. He intelligently exercises excellent judgement and I consider him far above average.

Inspection Report  
Administrative Division  
Section: Personnel  
Inspector Long  
Interviewed by: Inspector Egan  
Date: April 24, 1950

11 JUL 28 1950

67 - NOT RECORDED

*W*  
*McC*  
*Egan*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Glavin ✓

FROM : J. E. Edwards ✓

SUBJECT: H. Lynn Edwards  
Special Agent  
Personnel Officer  
Administrative Division

DATE: July 14, 1950

Tolson	
Ladd	
Clegg	
Glavin	
Nichols	
Tracy	
Harbo	
Belmont	
Mohr	
Tele. Room	
Hesse	
Gandy	

RE: UNIFORM PROMOTION

This employee entered on duty as a Special Agent on 2-10-41, in Grade CAF-9, \$3200 per annum. He was reallocated to Grade CAF-14, \$7671.60 per annum effective 1-23-49, and as the result of a basic increase his present salary is \$8800.00 per annum in GS-14. He is eligible for a Uniform Promotion, effective 7-23-50.

On 3-31-49 Mr. Glavin rated him EXCELLENT. On 8-15-49 Mr. Glavin rated him EXCELLENT.

By letter dated 10-5-49 the Director expressed his personal appreciation for his (Mr. Edwards) cooperation during a reunion of the FBI National Academy Associates. The assistance rendered by Mr. Edwards in connection with the transportation of the Academy Associates was sincerely appreciated.

By letter dated 2-28-50 his attention was called to the fact that no action was taken by the Movement Section to follow upon the failure of a Special Agent in Charge to submit an efficiency report upon his Assistant Special Agent in Charge sixty days after the latter reported to a new office of assignment, in accordance with Bureau requirements, and it was noted that the Movement Section was under his supervision.

On 3-31-50 Mr. Glavin rated him EXCELLENT and said it was his responsibility to supervise and preside over the various meetings of the personnel counselors at the Bureau. It was his responsibility to supervise all appointments procedures in the procurement of applicants, maintenance of the health service, handling of veterans' matters and all classification matters. He also lectured before In-Service Schools, before New Agents' classes, clerical classes and before the National Academy. His lectures have been favorably received by the various groups before whom he had appeared. It was necessary to caution him during the rating period because of a delinquency in the Movement Section of the Administrative Division. However, his work had been so outstanding during the year that it was felt that such a communication in any way detracted from his excellent category. He worked long hours of overtime daily, was always available over the weekends, being at the office both on Saturdays and Sundays. He was loyal to the Director and the Bureau. He was capable of performing any investigative task which might confront the Bureau. He had been assigned to the special panel of handling the improvement of letter writing insofar as Bureau supervisory personnel was concerned. He had been commended for the manner in which he had handled certain communications during the rating period. It was felt that with proper orientation, Mr. Edwards could assume an executive position as Special Agent in Charge in any of a number of the divisional offices with the exception of those larger offices in the field today. It was felt that he would be alert to his responsibilities and would continue to strive to serve the Director to the best of his ability. Rating Excellent

noted  
7/16/50

By letter dated 5-17-50 his attention was called to the length of time involved in the preparation in his section of an acknowledgement to a letter dated 4-3-50, from the Norfolk Office to the Bureau, concerning the purchase of a house and change in the office of preference of Assistant Special Agent in Charge F. C. Finley. It was understood that this letter was received in the Personnel Section on 4-4-50, but was not acknowledged until 4-25-50, and that he did not detect that the acknowledgement of this letter was being unduly delayed.

RECOMMENDATION: In view of the administrative action taken against him in February, 1950, and May, 1950, it is recommended that he be passed over for a Uniform Promotion and that he be reconsidered for such promotion in October, 1950.

JEE:mjr

OK  
7-17

2 agree  
JFM  
7/15

agree  
8/14

JEC

May 25, 1950

W. R. GLAVIN

H. L. EDWARDS

STREAMLINING - Elimination of  
Unnecessary Correspondence

I am attaching two letters typical of may received in the Bureau wherein an Agent in the field advise the Bureau as a matter of record that his wife is expecting a child. In the past it has been Bureau policy to acknowledge these letters with a statement that the information has been recorded and will be considered in connection with any future transfer contemplated and unless some emergent matter arises, the Agent will ordinarily not be transferred during the pregnancy period of his wife until she is able to travel.

I feel that we can eliminate this correspondence and thereby save a proportioned amount of clerical and filing time by sending out a brief SAC Letter at this time advising the field that in the future, such Letters should continue to be submitted but will merely be recorded at the Bureau rather than being acknowledged.

RECOMMENDATION

It is recommended that this suggestion be considered with a view to approval in which event the appropriate SAC Letter will be prepared.

HLE:JC  
Attachments

43 AUG 20 1950

Prepared by  
Checked by  
Filed by

October 5, 1950

0  
Mr. H. Lynn Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Mr. Edwards:

In connection with the Uniform Promotion Act, I am  
indeed pleased to advise you that you have been recommended  
for promotion from \$8000 per annum to \$9000 per annum in Grade  
GS 14, effective October 15, 1950.

Sincerely yours,

J. Edgar Hoover

John Edgar Hoover  
Director

CC- Mr. J. E. Edwards  
Movement Section

JW/mp  
*mp*

RECORDED  
2 OCT 20 1950

100-171434-135  
27

OCT 5 2 05 PM '50  
U.S. DEPT. OF JUSTICE  
DIRECTOR

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

MAILED 3  
OCT 5 - 1950  
COMM - FBI

✓ B *Price*

U. S. DEPARTMENT OF JUSTICE  
**FEDERAL BUREAU OF INVESTIGATION**  
WASHINGTON 25, D. C.

FORM APPROVED  
BUDGET BUREAU NO. 50-R064

NOTIFICATION OF PERSONNEL ACTION

Prepared by *11/38*  
Checked by *AT*  
Filed by *AT*

1. NAME (MR. - MISS - MRS. - FIRST - MIDDLE INITIAL - LAST) <i>MR. H. LYNN O. EDWARDS</i>		2. DATE OF BIRTH <i>5-24-15</i>	3. JOURNAL OR ACTION NO. <i>F.B.I. 5099</i>	4. DATE <i>10-5-50</i>
This is to notify you of the following action affecting your employment:				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) <i>Transfer and Promotion</i>		6. EFFECTIVE DATE <i>10-15-50</i>	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY	
FROM		TO		
Special Agent GS 14 \$2000 per annum		8. POSITION TITLE	9. SERVICE, GRADE, SALARY <i>GS 14 \$2000 per annum</i>	
		10. ORGANIZATIONAL DESIGNATIONS		
		11. HEADQUARTERS		
<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		12. FIELD OR DEPT'L	<input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL	
13. VETERAN'S PREFERENCE NONE <input type="checkbox"/> 5 PT. <input type="checkbox"/> 10 POINT <input type="checkbox"/> DISAB. <input type="checkbox"/> WIFE <input type="checkbox"/> WIDOW <input type="checkbox"/>		14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> I. A. <input type="checkbox"/> REAL <input type="checkbox"/>		
15. SEX <input type="checkbox"/>	16. RACE <input type="checkbox"/>	17. APPROPRIATION S. & E., FBI FROM: <i>Public Law</i> TO: <i>GS 14</i>	18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) <input type="checkbox"/>	19. DATE OF OATH (ACCESSIONS ONLY) <i>6-30-45</i>
20. LEGAL RESIDENCE				
REMARKS <i>From under the auto. prom. plan, Public Law 100 as amended 6-30-45. Prom. from GS 13 (\$1771.00) to GS 14 (\$2000.00) eff. 1-23-49. Last efficiency rating - Excellent - Approved Rating Committee 3-31-50.</i>  <div style="text-align: right;"><i>60 OCT 6 1950</i> <i>11/38</i> <i>AT</i></div> <div style="text-align: right;"><i>10/31/50</i> <i>AT</i></div> <div style="text-align: right;"><i>10/31/50</i> <i>AT</i></div>				
SIGNATURE OR OTHER AUTHENTICATION <i>10/31/50</i> <i>AT</i>				



United States Department of Justice  
Federal Bureau of Investigation  
Washington, D. C.



Director  
Federal Bureau of Investigation  
United States Department of Justice  
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONEY ORDER~~) the sum of \$10, payable to the Chief Clerk of the FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund; which committee will recommend appropriate action to the Director in pertinent matters. The Chief Clerk of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name Mrs. Constance M. Edwards Relationship Wife Date 8-28-50  
Secondary beneficiary: daughter  
Address Same

b6  
b7C

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in line of duty.

Name Same Relationship Same Date SEP 8 1950  
Address \_\_\_\_\_

Very truly yours,

W. Lynn Edwards  
Special Agent

SEP 8 1950

NOT RECORDED



## Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Glavin

DATE: October 2, 1950

FROM : J. E. Edwards

SUBJECT: H. LYNN EDWARDS  
 Special Agent  
 Personnel Officer  
 Administrative Division

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

RE: UNIFORM PROMOTION

This employee entered on duty as a Special Agent on 2-10-41 in Grade CAF-9, \$3200 per annum. He was reallocated to Grade CAF-14, \$8509.50 per annum, on 1-23-49, and as the result of a basic increase in pay, his present salary is \$8800 per annum. He is being considered for a Uniform Promotion, it being noted he was first eligible for such promotion on 7-23-50.

On 3-31-49 and 8-15-49 Mr. Glavin rated him EXCELLENT.

By letter dated 10-5-49, the Director expressed his personal appreciation for Mr. Edwards' cooperation during a reunion of the FBI National Academy Associates.

By letter dated 2-28-50 his attention was called to the fact that no action was taken by the Movement Section to follow upon the failure of a Special Agent in Charge to submit an efficiency report upon his ASAC sixty days after the latter reported to a new office of assignment, it being noted that the Movement Section was under his supervision.

On 3-31-50 Mr. Glavin rated him EXCELLENT and said Mr. Edwards could assume an executive position as SAC in any of a number of the divisional offices with the exception of those larger offices in the field today. Mr. Glavin noted that he had been cautioned on 2-28-50, but stated that his work was so outstanding during the year that it was not felt that such a communication in any way detracted from his excellent category.

During an inspection of the Administrative Division in April, 1950, Inspector Long said Mr. Edwards presented a good appearance and was very capable. He intelligently exercised excellent judgment and the inspector considered him far above average.

By letter dated 5-17-50 his attention was called to the length of time involved in the preparation in his section of an acknowledgement to a letter dated 4-3-50, from the Norfolk Office to the Bureau, concerning the purchase of a house and change in the office of preference of ASAC F. C. Finley. It was understood that this letter was received in the Personnel Section on 4-4-50, but was not acknowledged until 4-25-50, and that he did not detect that the acknowledgement of this letter was being unduly delayed.

By memorandum dated 7-14-50, he was considered for a Uniform Promotion, but was passed over in view of the administrative action taken against him, to be reconsidered at a later date.

File  
 30  
 54

RECOMMENDATION: It is recommended that he be afforded an increase of \$200 under provisions of the Uniform Promotion Act. to \$9000 per annum in Grade GS-14, effective 10-15-50.

JEE:jda

H. J. Edwards  
gwr

Agree  
8/10/52  
over  
10/12

Letter to Ensign.  
10-5-50  
Simp  
Fairfield prepared  
10-5-50  
Simp

## Office Memorandum • UNITED STATES GOVERNMENT

TO : W. R. GLAVIN

DATE: October 11, 1950

FROM : H. L. EDWARDS

SUBJECT: [REDACTED]

Former Security Division Stenographer,  
Now assigned to the Identification Division

Tolson ✓  
Ladd ✓  
Clegg ✓  
Glavin ✓  
Nichols ✓  
Rosen ✓  
Tracy ✓  
Harbo ✓  
Mohr ✓  
Tele. Room ✓  
Nease ✓  
Gandy ✓

Mr. Mohr has informed me that Mr. Tolson desires a memorandum from me as to why I arranged for the transfer of [REDACTED] from the Espionage Section of the Security Division to the Identification Division without prior approval of Mr. Tolson or the Director.

You will recall [REDACTED] was transferred to the Identification Division on September 11, 1950, as a result of a recommendation from the Security Division that she be transferred to another Division as a possible security risk, arising out of information which came to the attention of the Security Division to the effect [REDACTED] was a member of the Croatian Fraternal Union, also that she had made the statement that she was related to [REDACTED] and also that she was heard to state that [REDACTED] got a "raw deal" from the Bureau in connection with [REDACTED]

b6  
b7C  
b7D

I have no excuse to offer in handling this transfer without prior clearance from Mr. Tolson or the Director. When the Security Division memorandum was sent to me, I sincerely felt that the information reported by the Security Division was sufficiently serious to justify the recommendation made by that Division and further, that the best interests of the Bureau would be served by acting on this matter without delay. As soon as the transfer was arranged, I did submit a memorandum advising of the facts and the action which I had taken.

67-171084-137

I am very sorry I handled this case as I did and I want to assure you that I was not prompted by any considerations other than what I felt to be the best interests of the Bureau and the action which I felt Mr. Tolson and the Director would want in this case. You may be assured that in the future, the facts in any similar case will be promptly presented for the consideration of Mr. Tolson and the Director before I take it upon myself to effectuate the action.

HLE:JC/bm

HLE:JC/bm

RECOMMENDATION: In view of the fact that this matter was not immediately called to the attention of the Director, that letters of censure, for the unsatisfactory handling of this matter, be sent to both Mr. H. L. Edwards and myself.

yes. This is a  
bad trend  
10711

Ship letter of censure  
but don't let  
it recur.

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. GLAVIN

DATE: October 31, 1950

FROM : H. L. EDWARDS *HLE*SUBJECT: ELMER W. LARSON, JR.  
Special Agent  
Detroit Division*Chief Clerk's office*

Tolson	✓
Ladd	✓
Clegg	✓
Glavin	✓
Nichols	✓
Rosen	✓
Tracy	✓
Harbo	✓
Belmont	✓
Mohr	✓
Tele. Room	✓
Nease	✓
Gandy	✓

b6  
b7C

Mr. Mohr has requested an explanation for an error in a letter to SA Elmer W. Larson of Detroit which erroneously referred to his desire for a transfer to the Boston Office rather than the Chicago Office, to which he had requested the transfer.

This letter was prepared in the Movement Unit. I have checked with the Clerical Supervisor of the Movement Unit who informed me that one of the newer employees who entered on duty 10/9/50 prepared this letter and in doing so she referred to a form-book of samples and inadvertently copied Boston which was in the form letter instead of substituting Chicago as it should have been. She failed to notice the mistake, the Clerical Supervisor likewise failed to notice the mistake and I failed to notice the mistake when I initialed the yellow of the outgoing letter. Fortunately, this letter did not get out of the Bureau and a corrected letter to Agent Larson is attached for a ~~RECORDED~~ *RECORDED*

Despite the oversight of the new clerk in preparing the letter and the Clerical Supervisor in failing to detect it on checking the same, I nevertheless feel that the real responsibility rested upon me with the failing to catch the erroneous reference to Boston. For this I have no excuse but I will endeavor to prevent a recurrence of such stupid errors *57-171084-138*

Also, I have already interviewed the Clerical Supervisor and as soon as the new clerk returns from lunch, I am going to talk to her in order to impress upon her the seriousness of such matters and the absolute necessity for being constantly alert in the performance of her work to prevent such oversights from occurring in the future.

RECOMMENDATION: That the attached letter go forward to Agent Larson.

HLE:cmw

*Recommended letters of caution to H. L. Edwards, clerical supervisor and clerk.*

*10731**10/31/50*

*Letters of caution sent 11/6/50 HLE*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. GLAVIN

FROM : H. L. EDWARDS *He*

SUBJECT: O. ARTHUR GRAN  
Special Agent - Chicago

DATE: October 12, 1950

Tolson ☒

Ladd ☒

Clegg ☒

Glavin ☒

Nichols ☒

Rosen ☒

Tracy ☒

Harbo ☒

Belmont ☒

Mohr ☒

Tele. Room ☒

Nease ☒

Gandy ☒

This memorandum is submitted in response to the Director's inquiry as to where the incoming letter from Agent Gran has been all this time and why it wasn't sent to the Director on arrival. The letter in question is dated September 26, 1950, from Agent Gran and expresses appreciation of his being permitted to remain in Illinois to take care of his baby daughter prior to her death on September 17, 1950, from bronchial pneumonia and further advises the Director that he will be available for general assignment after a short period of readjustment.

The letter in question was received in the Bureau September 29, 1950, and stamped into the Director's Office on September 30, 1950, at 5:03 p.m. and Mr. Nease submitted the attached note stating that "There is no reason why this should not have been called to the Director's attention, since it was originally received from the files section. It should have been called to his attention and was inadvertently checked out of the office. Every effort will be made to prevent a recurrence."

The incoming letter was then per time stamped in Mr. Tolson's Office on Monday, October 2, at 9:23 a.m. on which date Mr. Mohr instructed that an acknowledgment be prepared and the letter was thereafter time stamped into the Personnel Section on October 3, at 10:17 a.m. for acknowledgment.

I recall having ordered the file in order to obtain the letter of April, 1950, to which Agent Gran made reference. According to Personnel Records, this file had been charged out to [redacted] the Leave Section on October 3, 1950, since she was following on another angle of Agent Gran's situation and the file was sent back by the Leave Section to Personnel Records and was received by me at 2:45 p.m. on October 5, 1950. The acknowledgment was transcribed under date of Friday, October 6, 1950, and was sent through but it was returned to me to have certain phraseology changed which made reference to the death of the baby daughter. I received it for correction on Saturday, October 7, 1950, and the same day dictated the revision and the letter went out under date of Monday, October 9, 1950.

I realize full well the absolute necessity of promptly acknowledging incoming correspondence and I sincerely regret the unusual circumstances in this case which resulted in delay. Every possible effort will continue to be exercised by me to prevent any delays in correspondence.

Attachment  
ELE:rd

*Too long a delay Tom, certainly concurs*  
10712

Mr. Glavin

November 6, 1950

Director, FBI

PERSONAL AND CONFIDENTIAL

H. L. EDWARDS

Special Agent Supervisor

Supervisor, Movement Section

Typist

b6  
b7C

There are enclosed for delivery to the captioned employees letters of caution. Copies of these letters are also enclosed for your information.

HVK:rwg

*fk* *rwg*

RECORDED  
6 NOV 22 1950

11-54-139  
NOV 6 3 05 PM '50  
RECEIVED READING ROOM  
FBI  
U. S. DEPT. OF JUSTICE

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Candy \_\_\_\_\_

NOV 6 3 22 PM '50  
U. S. DEPT. OF JUSTICE  
FBI  
RECEIVED - DIRECTOR  
1950

*[Handwritten signature]*

November 6, 1950

Mr. H. L. Edwards  
Federal Bureau of Investigation  
Washington, D. C.

Dear Sir:

The Bureau has noted that recently you approved an erroneously prepared letter addressed to Special Agent Elmer W. Larson, Jr. referring to Agent Larson's desire for a transfer to the Boston office rather than to the Chicago office, to which he had requested a transfer.

It is expected that you will exercise more care in the future in such matters and that it will not be necessary to caution you again in this respect.

Very truly yours,

J. Edgar Hoover  
John Edgar Hoover  
Director

CC: Mr. Glavin

LVA:rud  
JC

RECORDED

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

Nov 6 3 22 PM '50

U.S. DEPT. OF JUSTICE  
F B I  
RECEIVED - DIRECTOR

NOV 6 1950

17-1-46  
F B I  
U.S. DEPT. OF JUSTICE  
RECEIVED-READING ROOM

Nov 6 3 07 PM '50

Handwritten signatures and initials.

# Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: 12-15-50

FROM : MR. H. H. CLAGG

SUBJECT: DELAY OF ADMINISTRATIVE DIVISION  
IN SUBMITTING OVERTIME REPORT  
FOR NOVEMBER

CHIEF CLERK'S OFFICE

Tolson  
Ladd  
Nichols  
Belmont  
Rosen  
Tracy  
Mohr  
Winterrowd  
Nease  
Gandy

SAC Letter #85, dated 11-22-50, sent to the Field and also addressed to Bureau officials requires that overtime reports be forwarded to reach the Bureau no later than the 10th of the month following the month for which prepared. The Administrative Division submitted the tabulation of Field overtime for November on December 13, 1950 and advised that they will submit the Seat of Government tabulation on December 15, 1950.

## X OVERTIME-GENERAL THE FIELD OVERTIME TABULATION

This tabulation submitted under date of December 13, 1950, is based upon the reports received from the Field due to be received by December 10, 1950. The 10th was Sunday. On Monday, the 11th, Mr. Glavin was absent. The reports from 25 offices still had not been received in the Chief Clerk's Office on this date. On Tuesday, the 12th, in the morning reports from 15 offices were still missing. Teletypes were prepared to them, but before they went out all had been received except 4 or 5 which came into the Chief Clerk's Office during the day. On Wednesday, the 13th, the Houston report was still missing. A telephone call to the Houston Office obtained the needed information and the report was completed that night and submitted. The Houston report arrived at 2:46 P.M. on the 13th. For the October report the Field was given until November 18th to submit reports and all of them met the deadline, except the San Francisco Office, which misdirected the report to Phoenix, and the SAC there was written concerning this error.

CONCLUSION: Following the receipt of the final report from the Houston Office on the afternoon of the 13th, it appears that the tabulations were made promptly for the Field ~~the~~ the report was completed the night of the 13th. Thus, the difficulty here appears to have been the delay of the reports in reaching the Chief Clerk's Office. This tabulation of Field overtime is made under the direct supervision of Mr. N. P. Callahan and is prepared by the Budget Unit

## THE SEAT OF GOVERNMENT OVERTIME TABULATION

W. R. GLAVIN

This tabulation is prepared by the Leave Unit of the Personnel Section, immediately supervised by Supervisor W. E. Clark under the direction of Mr. H. L. Edwards.

HHC:DMG

yes, copy  
delivered to  
we clear 12/20/50

2 Jan 1951

19

THO



On November 24, 25 and 27, 1950, [redacted] of this section telephoned the clerical employees handling overtime reports in each division, gave them some specific instructions and then requested that the reports be submitted as soon as possible. The "sign-in, sign-out" registers, on which the tabulations were based, began to arrive on December 4. As they arrived, they were parceled out for checking accuracy and for tabulation. b6 b7C

The details as to the compilation of these reports were issued to the Seat of Government on November 21, 1950, and became applicable as far as the form was concerned at the beginning of the following week on November 26, 1950. The policies and procedures in making these tabulations had in the meantime been recommended by the Executives Conference and had been approved. Thus, these policies were not communicated to the Field or to the Seat of Government until about 10 days prior to the end of this month. Prior to November 26, the daily "sign-in, sign-out" registers had no space between the names for the individual employees to calculate their overtime daily, nor was it required prior to that time. In several of the registers the clerks and the Agents were listed together in alphabetical order. The instructions [redacted] issued November 24 - 27 to the clerical employees, requested them to make the calculations in ink in the narrow margin between the two lines. When the registers were received in the Chief Clerk's Office, it was found that many of these calculations by these clerical employees were inaccurate, some of them were illegible and a number of the registers had to be sent back for correction and resubmission. Some of the Seat of Government employees, absent from the city on "specials", subpoena and inspections, apparently assumed that the reports were to be in for the 10th and did not forward their overtime to their divisions until shortly prior thereto, which delayed the receipt of some of the registers in the Chief Clerk's Office. b6 b7C

#### Matters of Mitigation

Instructions and policies were communicated the latter part of November and were, thus, not available to be followed from the beginning of the month.

A clerical employee of the Chief Clerk's Office telephoned a clerical employee of each division between November 24 and 27, telling the clerks how to prepare the registers and to get them in as soon as possible.

As the reports were received, beginning on December 4, they began work on the tabulations.

One of the 3 trained clerical employees was on Sick Leave during the tabulation period and there was no available replacement with training and experience.

There are but 2 machines for computing by hours and minutes in the Bureau and one of them broke down during this period delaying tabulations by at least  $1\frac{1}{2}$  days.

Seven employees worked overtime until 12:30 A.M. on one night in an effort to expedite this report and on the night of the 14th, they worked until 10 P.M. on it. (This includes 5 clerical employees.) The overtime calculations and tabulations are new and additional functions but recently added to the Chief Clerk's Office.

Some of the figures submitted were illegible and some of the reports in the individual divisions were delayed until the 10th, due to absences from the city of employees.

#### Matters of Aggravation

No tabulations, audits, spot checks, or computations were made by the Chief Clerk's Office within the various divisions during the month or on a weekly basis.

No conferences for training were held with the various clerical employees to show them exactly how to make the computations and how to submit the registers in the desired form.

A clerical employee of the Chief Clerk's Office instructed by telephone the clerical employees of the various divisions to submit the reports as soon as possible with some added advice as to the form in which they were to be completed and submitted and it is believed that these instructions should also have been communicated from a responsible Supervisor of the Chief Clerk's Office to a responsible Supervisor within each division in order to permit the proper supervision of the clerical employees.

There was inadequate communication with the Chiefs of the divisions when calculations were found to be inaccurate or illegible so that the Division Chiefs could arrange for the corrections and expeditious return of these registers.

#### RECOMMENDATIONS

##### Concerning the Field Report

1. That arrangements be made for the prompt delivery to the Chief Clerk's Office of these reports from Field Offices immediately upon their arrival. This has now been arranged for by Mr. Callahan. *Had been arranged for some weeks in fact. This is to get authority for Records Section to handle in this expeditious manner. H.C. 12-12-50*
2. That hereafter a letter of censure be sent to each Field Office failing to submit reports by the 10th, as required and that a communication now be sent to the Field advising that this failure will subject the SAC to censure.

3. Any delinquency for failure of the November report from Field Offices to be received on time be the basis for criticism. Mr. Callahan advises that this is being done.

4. That, in the tabulation of information submitted by the Field, the Field be required to show for each Agent the average amount of regular overtime per day and the average amount of travel overtime since this is not now specifically required and it will avoid the making of separate tabulations by the Chief Clerk's Office after the receipt of the Field Report.

5. That Field Offices be required to show the number of days on duty by each Agent which was requested in a teletype dated 11-3-50, was not repeated in the detailed SAC Letter which supplemented these instructions on 11-22-50 and some offices have not submitted this data.

6. That a letter be transmitted to Assistant Director Glavin and Inspector Callahan instructing them that they must vigorously follow up the Field in getting the reports in on time. That they be instructed to have enough employees trained to expedite the preparation of the final report promptly after the 10th of the month.

Concerning the Seat of Government Report

1. That letters be forwarded to Messrs. W. E. Clark, H. L. Edwards and W. R. Glavin instructing that they assign adequate personnel to expedite the consolidated report for the Director.

2. That a suitable number of clerical employees be trained so that this matter can be handled expeditiously, even though some of them become ill, and that they be instructed to take other steps, including those approved in the recommendations which follow to see that the report is more promptly prepared in the future than was the case for the November report.

3. That each Seat of Government division make its own computations and submit its own reports to the Chief Clerk's Office in the same manner in which the Field submits reports on overtime. That these reports from each division be in the form of a blind memorandum, with a cover transmittal memorandum, showing the total and average overtime for the division and for each section of the division, for the Chief of each division, the Section Chief of each section and for each employees in the same form as these tabulations are now prepared in the Chief Clerk's Office. These reports may be used as attachments already prepared for the consolidated report for the entire Seat of Government which is prepared by the Chief Clerk's Office. This will place the

Letter to  
Glavin  
Callahan  
H. L. Edwards  
Clark  
12/26/50

same responsibility on the Seat of Government divisions that is placed on the Field Divisions and it fixes the responsibility where it first should fall.

4. That each division be instructed to make tabulations on a weekly basis to show the total number of days' work and the total amount of overtime by each employee so that at the end of the month the computations can be made quickly.

5. It is recommended that deadlines be established for the preparation and the submission of these reports; that the deadline for the report being submitted by each division to the Chief Clerk's Office be 4 working days after the end of the month. This will allow ample time for reports to be received from those on "specials" and absent from Washington and for the typing of these reports in each division and section.

It is recommended that 2 additional working days be allowed to the Chief Clerk's Office to submit their final consolidated report which will allow time for an examination of the reports from the individual divisions and the preparation of the consolidated report. This will make a total of 6 working days or 1 week for transmittal of the Seat of Government tabulations to the Director.

6. It is recommended that representatives of the Chief Clerk's Office call a conference of the clerical employees handling the overtime records from each division and from each section which submits a report so that practical training, instruction and guidance can be given in order to obtain necessary accuracy and legibility. During this conference the instructions can be given and each clerical employee required to work out a hypothetical problem and corrections made and the problem reworked until the employee is qualified to handle this assignment.

7. It is recommended that representatives of the Chief Clerk's Office make a weekly spot check inspection of the tabulations prepared in each division so that, after the end of the month, this spot check examination will be largely completed and the reports can be expedited.

8. That, based upon the experience and the observations of delinquencies during the month of November, a memorandum be prepared for each division and Section Chief in the Bureau, listing the delinquencies which have been observed in the preparation of the November report so that these officials can give proper supervision to the preparation of the reports.

*I agree. I am more impressed  
now with fact that [unclear]  
Office [unclear] [unclear] this  
whole project [unclear] was no planning  
& no supervision. H.*

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: November 16, 1950

FROM : W. R. GLAVIN

OVERTIME - GENERAL

SUBJECT: OVERTIME SURVEY

Special Agent Supervisors

X Security Division

(Loyalty and Correlation-Liaison Sections)

Month of September, 1950

X CHIEF CLERKS OFFICE

My attention has been called to the fact that there was an oversight in computing the daily average for the Agent Supervisors in the Loyalty Section of the Security Division in the Seat of Government overtime survey, which was prepared for the month of September 1950. In addition to the Loyalty Section, the question has arisen as to whether the overtime computation for the Correlation-Liaison Section was correct which reflects an average for the section of 43 minutes per day for each Agent. /

H. L. EDWARDS

I have checked into these matters and have determined that in connection with the discrepancy in the Loyalty Section of the Security Division the tabulations when being typed should have reflected the daily average per employee of 1 hour and 33 minutes instead of the 33 minutes reflected on the report. You will note on the attached summary which was submitted that the daily average appears in the last two columns and is computed in two separate ways, namely, in the first column the daily average is shown in hours and fractions, and this column shows a daily average of 1.54 hours per day for the men in the Loyalty Section. In the second column, the daily average was transposed into hours and minutes, it being felt that this would be easier to interpret. For the Loyalty Section a daily average of 1.54 hours is equivalent to 1 hour and 33 minutes. However, the employee inadvertently failed to put the "1" in the hours column, and thus the daily average in that column was shown as 33 minutes.

Recommendations concerning the employees involved in this error are made hereinafter.

With reference to the alleged discrepancy in the computation of overtime for the Correlation-Liaison Section, I wish to advise that a thorough recheck has been made of the computation on the overtime for this section and it was determined to be correct. As a matter of further clarification, I wish to advise that the September overtime computation was based upon 20 working days, and such working days off for reasons of annual leave, sick leave, firearms at Quantico, and all types of official business constituting an absence from the desk were not discounted in computing an individual Agent's average, and hence, they were not taken into account in computing the sectional or divisional average. However, for future computations, instructions were recently issued to the field and Seat of Government that such

Tolson ✓  
Ladd ✓  
Clegg ✓  
Glavin ✓  
Nichols ✓  
Rosen ✓  
Tracy ✓  
Harbo ✓  
Belmont ✓  
Mohr ✓  
Nease ✓  
Gandy ✓

b6  
b7c

67-051-4

Searched

Numbered

JAMES

JAMES

Memorandum for Mr. Tolson

days off will be taken into account and thus subsequent overtime surveys will have those days off weighted in the computation.

In view of the questions raised by the above two items I have caused a thorough recheck to be made of the computation and calculations involved in connection with this report and find the rest of them to be accurate as they are with the exception of the Loyalty Section as indicated above.

The employees of my division responsible for the preparation of this tabulation and the resulting error in the Loyalty Unit are [redacted] Leave Clerk, who actually prepared the computation; [redacted] Clerical Supervisor of the Leave Section, who received the final report [redacted] and Mr. H. L. Edwards, Personnel Officer, who received the instructions for the preparation of this report from Mr. Mohr and was responsible for securing the report and making it available to Mr. Mohr.

b6  
b7C

With respect to [redacted] she has been in the Bureau since October 11, 1948, during which time she has been assigned to the Leave Section. She currently is rated as an excellent employee and has always exhibited a very willing and conscientious attitude toward her work. In fact, [redacted] has worked a total of 89 hours and 25 minutes of overtime since January 1, 1950, and study is being given right now to the employees in the Leave Unit with the view of recommending a number of them for letters of commendation because of their voluntary overtime and splendid attitude toward their work and [redacted] was to have been recommended for a letter of commendation.

Actually, the fault in this case is primarily attributable to haste. The overtime tabulation was accurately prepared and transmitted to Mr. Mohr with the daily average shown only in hours and fractions. The report was returned in order to have the hours and fractions converted into hours and minutes and instructions were issued that this should be immediately done and the report returned the same afternoon. Consequently, there was considerable pressure on the young lady and she did complete the report that same working day and handed it over to [redacted] who was not given adequate time to check it because of the urgency in having it returned to Mr. Mohr. Mr. Edwards carried it to Mr. Mohr's office without carefully checking all of the computations..

b6  
b7C

[redacted] the Clerical Supervisor, has been assuming a tremendous burden of responsibility not only in supervising the Leave Unit but also in helping out during all of the working time she can spare in the Applicant Briefing Section. [redacted] has put in a tremendous amount of overtime, having a total of 263 hours and 44 minutes since the first of the year, during the month of October put

Memorandum for Mr. Tolson

in 41 hours and 25 minutes voluntary overtime, an average of 1 hour and 58 minutes per day and thus far for the period November 1 to 10 she has worked 27 hours, 35 minutes overtime or an average of 2 hours 24 minutes. She has been down here night after night despite the fact that she has a family of 3 children. I know from my personal knowledge of [redacted] work, she having been with me in the Administrative Division for more than 15 years, that she is by nature a careful, conscientious employee. b6 b7C

Accordingly, I feel that the clerical employee and clerical supervisor should not be sent letters of caution and I feel it would be sufficient if you permitted me to orally reprimand them on this occasion.

So far as Mr. Edwards is concerned, I feel that he should receive a letter of caution in this instance for letting this error go through without checking the computations personally to make sure they were accurate.

*I agree - the error was obvious and I should have caught it.*

*J. T. M.*

*11/17/50*

*This is most embarrassing. all employees involved should be impressed with the seriousness of the error and the need for accuracy.*

*11-17*

*I concur.*

*H. - 3 -*

*and advised  
H.L.C.*

b6  
b7C

## Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON

DATE: 11-4-50

FROM : W. R. GLAVIN

SUBJECT:

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

*Chief Clerk's Office*

In response to SAC Letter #56, dated August 11, 1950, submitted below is my evaluation of the supervisory personnel presently assigned to this Division insofar as their continued development on a long range basis is concerned.

NICHOLAS P. XCALLAHAN

Mr. Callahan, Number 1 man in the Administrative Division, is thoroughly qualified to handle any and all of the work in the Administrative Division. He maintains excellent contact with the Bureau of the Budget, General Accounting Office and with the various transportation facilities offices in the city of Washington. There is no doubt in my mind that he is capable of handling any of the smaller offices of the Bureau as Special Agent in Charge and after appropriate reorientation in the field he would be able to handle any office other than the largest offices we have in the service today. I feel that he is ideally equipped for inspection duties assignment. However, he is best serving the Bureau in his present capacity.

JOSEPH I. XCAVANAUGH

80, 1-1134

SA Cavanaugh has been assigned to the Administrative Division since February 16, 1948 and for the greater portion of his time has been assisting in the handling of administrative and disciplinary matters. Cavanaugh has a good head on him. He has had considerable investigative experience in the field. I feel that he can continue to advance in the service. At the present time I would have no hesitancy in recommending him for Assistant Special Agent in Charge position in the field and, with added experience, he would be able to handle Special Agent in Charge position without too great difficulty.

WILLIAM E. XCLARK

SA Clark has been assigned to the Administrative Division as Veterans Counselor since September 9, 1946. He is most loyal to the Bureau, has a thorough understanding of the duties and substitutes for the Personnel Officer, Mr. H. L. Edwards in the absence of Mr. Edwards. Clark has the ability to advance further in the Bureau's service. I see no reason why, after proper orientation in the



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field service, he could not handle any Assistant Special Agent in Charge position other than in the largest of our offices and I feel that he is desirable material for advancement to the Special Agent in Charge position.

C. RAY~~X~~DAVIDSON

The above-mentioned SA has been assigned to the Administrative Division since August 14, 1947. During this time he has been assigned to the Personnel Unit of the Administrative Division. For the past several months he has done an excellent job in handling our stepped-up recruitment program. Davidson has had considerable field experience and I feel he can advance further in the service. I feel that at the present time he could be considered for Assistant Special Agent in Charge in one of our smaller offices and he could be considered for further advancement after field reorientation.

H. LYNN~~X~~EDWARDS

Mr. H. L. Edwards has been assigned to the Administrative Division since June 2, 1943 and has been Personnel Officer since April 30, 1947. He is particularly valuable in his present position. He maintains excellent contacts with personnel officers in other government agencies and with the Civil Service Commission. He is quick to analyze a situation and his decisions are predominantly sound. I have no hesitancy in recommending him for further advancement in the Bureau's service. After proper reorientation in the field he would have no difficulty in handling the Assistant Special Agent in Charge position in any one of our offices in the field today. *He is capable of handling SA duties in offices other than the largest Field Offices at this time -*  
JOHN E.~~X~~EDWARDS

Mr. John Edwards has been assigned as a supervisor in the Administrative Division since January 17, 1943. For a number of months past he has handled all disciplinary and administrative matters. He has put in a tremendous amount of time and is very loyal and conscientious. He has a good field background, has the personality which would make it particularly easy for him to handle administrative or executive matters in the field. I feel that he is capable of handling an Assistant Special Agent in Charge position in any of our divisional offices at this time and I would not hesitate to recommend him for a Special Agent in Charge of a smaller office in the Bureau's service at the present time.

LEO J.~~X~~GAUTHIER

Mr. Gauthier has been assigned to the Administrative Division of the Bureau in charge of the Cartographic Section since November 1,

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1939. Gauthier has very limited field experience and it would be necessary for him to have considerable experience in the investigative side of the Bureau before he could be considered for an administrative, supervisor or executive position in the field. He is, however, loyal to the service and has the intelligence to master such an assignment and I would not hesitate to make such recommendation provided he has a sufficient amount of field experience behind him. At the present time he is much more valuable at the Bureau in his present position in the Cartographic Section than he would be in the field.

ROBERT C. X GRESHAM

During the period of time Gresham has been assigned to this Division he has been assigned to practically every section outside the Cartographic and Mechanical Section. He has a thorough-rounded administrative experience and has demonstrated his qualifications for supervisory assignment. He has the knack of getting along with people and getting a good day's work out of them. He has had good field experience and I feel that he could advance further in the service. I would have no hesitancy in recommending him today for a Special Agent in Charge in a smaller office of the Bureau and I would also recommend that he be given consideration for further advancement upon his reorientation into the field investigative service.

ALFRED P. X GUNSSER

SA Gunsser has been assigned to the Administrative Division since November 15, 1946. During this time he has been handling Budget, Contracts and Finance matters. He is exceptionally well-qualified for these duties.. He is most thorough in his approach to any problem and any assignment which is given to him the supervisory official need not worry about it being done properly and on time. Gunsser has had considerable field experience and I feel he will advance in the service. He would be particularly valuable in a supervisory accounting position on the investigative side; however, I would not hesitate to recommend him for Assistant Special Agent in Charge in one of the smaller offices of the Bureau. I feel that he would grow up with the job.

WILLIAM S. X HYDE

SA Hyde has been with the Administrative Division since April 17, 1950. During his entire period of assignment he has been assigned to the Personnel Section and has demonstrated a loyalty to the service. I have found him to be quick, intelligent and sincere. He has had good field training and I feel that he could and should advance further in the service.

HAROLD V. X KENNEDY

SA Kennedy has been with the Administrative Division for only a short period of time, having been assigned to the Administrative

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Division on October 9, 1950. He impresses me as being quick on the up-take, one who can command a situation and come up with the right answer. He has had considerable field experience and I see no reason why he could not develop further in the Bureau's service.

WILLIAM E. X LEISHEAR

SA Leishear has been assigned to the Administrative Division for only a short period of time, he having been designated a supervisor in this Division on September 26, 1950. During his entire period of time he has been handling personnel matters and he has handled them satisfactorily. He has good investigative background, is loyal to the service, is not afraid of hard work and I feel he could advance further in the service at the present time.

RAYMOND C. X RENNEBERGER

SA Renneberger antedates me in the Bureau. He is completing twenty-five years of service on November 12, 1950. I feel that Renneberger is one of the most loyal employees in the service and he is also ready and willing to do anything for the benefit of the Bureau. I feel that in many instances Renneberger's worth is overlooked. He has a sharp mind and, over the years I have found that he can get to the point of a question and come up with a good answer and good solution with a minimum of delay. He has a knack of being able to supervise people. His section is one which could have continuous difficulty if it ran into supervisory difficulties; yet, he has no difficulties with the employees assigned to him. I feel that Renneberger could advance further in the service. He has had very limited field service and it would, of course, be necessary to give him considerable experience in the field before it could be expected that he could handle an executive or supervisory position in the field. I think he has the ability and with the experience he would have no difficulty with such a position. He has the common horse sense which would stand him in good stead. He is, of course, much more valuable to the Bureau in his present position than elsewhere.

THOMAS F. X RING

SA Ring has been assigned to the Administrative Division only since October 2, 1950. He has been assigned to the Personnel Unit since that time and I have been favorably impressed with the results of the work being performed by him. I understand he has a heart condition; however, he has made no mention of it since he has been assigned to this Division and has carried his part of the load. He

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has had considerable field training and experience. I see no reason why he could not further develop in the Bureau's service.

WILLIAM S. ~~X~~TAVEL

I feel that SA Tavel, who has been assigned to the Administrative Division since July 9, 1950, is the outstanding new Supervisor assigned to this division in recent months. He is handling Special Agent applicant work in the Personnel Section. His comments concerning applicants are particularly pertinent. He handles a good volume of work, is loyal to the service and I feel he will go further in the service within a reasonable period of time. He has a good field background and I personally would not hesitate to recommend him for an Assistant Special Agent in Charge position at the present time.

PAUL G. ~~X~~TRAVERS

SA Travers has been assigned to the Administrative Division since May 1, 1949. He has been absent from the Division on several occasions on a special assignment to the Congressional Appropriations Committee. He is an excellent accountant. He has done good supervisory work while assigned to this Division. He has performed most satisfactorily in the handling of Agents' lectures. He has the ability to advance further in the service and could handle, with field reorientation, the Special Agent in Charge position in a smaller office at the present time.

C. LESTER ~~X~~TROTTER

I consider SA Trotter one of the outstanding supervisors in this Division. He has been assigned to the Division since August 4, 1947. He has assumed a great deal of the burden of the applicant recruitment program and he is going into it with enthusiasm and vigor. He is particularly valuable handling ticklish personnel problems and I have called upon him time and again to handle such matters. He has excellent field experience and today he could handle as Agent in Charge one of our smaller offices and he would do a good job as an Assistant Special Agent in Charge in any office in the Bureau.

THOMAS D. ~~X~~WEBB, JR.

Webb's outstanding qualification is his ability to handle liaison duties. He is in charge of the Legislative Unit and is also in charge of Selective Service and reserve commission work handled by this Division, with the result that he has gained in contacts with the various armed services regarding commissions held by Agents. His work

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*in this connection has been outstanding. He has a good head on him and he can advance further in the service. Webb has grown up somewhat in the past year and I feel that he will continue to grow. He has had field experience, has been a firearms expert and police school lecturer. There is no doubt about his loyalty and there is no reason why, with proper incentive on his part, he could not advance further in the service.*

OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

TO : Mr. H.L. Edwards

FROM : [REDACTED]

SUBJECT : Error in Preparing a Transfer Letter

October 31, 1950

b6  
b7C

In preparing the transfer letter on Elmer W. Larson, [REDACTED] made reference to his letter and stated "your desire for a transfer to the Boston Office" this was incorrect inasmuch as Agent Larson was requesting a transfer to Chicago.

The Movement Section maintains a form book of samples of the various communications prepared in the section and when copying the one of these forms she inadvertently copied Boston which was in the form letter instead of substituting Chicago as it should have been.

In checking this letter I failed to notice the mistake. I'm very sorry this happened and I'll do my best to see there is no future occurrence of such mistakes.

I have explained to [REDACTED] the importance of proof reading but I think it would be to her advantage if you would talk to her and explain the necessity for the typists to proof read and also check the contents of the incoming and outgoing letters to determine that the proper action has been taken.

b6  
b7C

[REDACTED] is a new employee having entered on duty October 9, 1950.

2 DEC 10 1950

**ERROR IN PREPARED TRANSFER LETTER**  
**Movement Unit - Personnel Section**

I interviewed [redacted] Clerical Supervisor of the Movement Unit and orally reprimanded her for this oversight.

I also interviewed [redacted] who actually initiated this error. I told [redacted] that she was a new employee in the Bureau and I wanted to make sure that she got off on the right foot. I impressed her with the seriousness of this oversight and told her that we could not afford to have employees assigned to such important units as the Movement Unit unless they did their job with a constant alertness. [redacted] was penitent and had a good attitude. She told me that she likes her work very much and is interested in trying to do an above average job. b6 b7C

I also talked to [redacted] about her having had two days of sick leave thus far. She told me that she had a severe cold and was taking aureomycin and was under doctor's orders not to go out of the house. She told me that she is generally in good health and does not expect to have to take much sick leave, but this instance was something that could not be foreseen.

I told [redacted] that she should accept this instance as a lesson to her regarding care and accuracy in the performance of her work and she assured me that she would benefit by it. b6 b7C

I understand that letters of caution are being sent to [redacted] and myself regarding this matter.

**RECOMMENDATION:** That a copy of this memorandum be placed in the files of [redacted] and myself.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

H. L. Edwards/pam

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FOIPA  
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